REGULAR MEETING AGENDA
OF THE JURUPA VALLEY CITY COUNCIL

Thursday, April 1, 2021
Closed Session: 6:00 p.m.
Regular Session: 7:00 p.m.
City Council Chamber
8930 Limonite Avenue, Jurupa Valley, CA 92509

Special Notice

In an effort to prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Orders and a directive from the Riverside County Department of Public Health, this meeting will be closed to the public. You may watch the live webcast at this link: https://www.jurupavalley.org/422/Meeting-Videos Members of the public wishing to speak during public comments may email your public comments to the City Clerk at: CityClerk@jurupavalley.org Members of the public are encouraged to submit email comments prior to 6:00 p.m. the day of the meeting, but email comments must be submitted prior to the item being called by the Mayor. The City Clerk shall announce all email comments, provided that the reading shall not exceed three (3) minutes, or such other time as the Council may provide, because this is the time limit for speakers at a Council Meeting. Comments on Agenda items during the Council Meeting can only be submitted to the City Clerk by email. The City cannot accept comments on Agenda items during the Council Meeting on Facebook, social media or by text.

1. 6:00 PM - CALL TO ORDER AND ROLL CALL FOR CLOSED SESSION

- Lorena Barajas, Mayor
- Chris Barajas, Mayor Pro Tem
- Leslie Altamirano, Council Member
- Brian Berkson, Council Member
- Guillermo Silva, Council Member

2. CONVENE TO CLOSED SESSION

A. PUBLIC COMMENTS PERTAINING TO CLOSED SESSION ITEMS

B. CITY MANAGER ANNUAL PERFORMANCE EVALUATION. The City Council will meet in closed session pursuant to Government Code Section 54957 to evaluate the performance of the City Manager and establish goals and performance objectives for the next year as required by the City Manager's Employment Agreement.

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. The City Council will meet in closed session pursuant to Government Code Section 54956.8 regarding the potential purchase of real property located at 5293 Mission Boulevard, Jurupa Valley 92509 (former Riverside County Fleet Services Building). The parties to the negotiations for the purchase of the property are: City of Jurupa Valley and County of Riverside. Negotiators for the City of Jurupa Valley are: Rod Butler, Michael Flad, George Wentz and Peter Thorson. Under negotiation are the price and terms of payment for the potential purchase of the property.

3. RECONVENE IN OPEN SESSION

A. ANNOUNCEMENT OF ANY REPORTABLE ACTIONS IN CLOSED SESSION

4. 7:00 PM - CALL TO ORDER AND ROLL CALL FOR REGULAR SESSION

- Lorena Barajas, Mayor
- Chris Barajas, Mayor Pro Tem
- Leslie Altamirano, Council Member
- Brian Berkson, Council Member
- Guillermo Silva, Council Member

5. INVOCATION

6. PLEDGE OF ALLEGIANCE

7. APPROVAL OF AGENDA

8. PRESENTATIONS

A. RIVERSIDE COUNTY DEPARTMENT OF ANIMAL SERVICES - INTRODUCTION OF "PET OF THE MONTH"

B. PROCLAIMING "DONATE LIFE MONTH" IN THE CITY OF JURUPA VALLEY

9. PUBLIC APPEARANCE/COMMENTS

Persons wishing to address the City Council on subjects other than those listed on the Agenda are requested to do so at this time. In order to conduct a timely meeting, we ask that you keep your comments to 3 minutes. Government Code Section 54954.2 prohibits the City Council from taking action on a specific item until it appears on an agenda.

10. INTRODUCTIONS, ACKNOWLEDGEMENTS, COUNCIL COMMENTS AND ANNOUNCEMENTS

11. CITY COUNCIL MEMBER ORAL/WRITTEN REPORTS REGARDING REGIONAL BOARDS AND COMMISSIONS

A. MAYOR LORENA BARAJAS

1. **UPDATE ON THE INTERAGENCY COORDINATING COUNCIL MEETING OF MARCH 26, 2021**

B. COUNCIL MEMBER BRIAN BERKSON

1. **UPDATE ON THE RIVERSIDE COUNTY TRANSPORTATON COMMISSION – WESTERN RIVERSIDE COUNTY PROGRAMS AND PROJECTS COMMITTEE MEETING OF MARCH 22, 2021**

2. **UPDATE ON THE RIVERSIDE TRANSIT AGENCY MEETING OF MARCH 25, 2021**

3. **UPDATE ON THE METROLINK / SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY BOARD MEETING OF MARCH 26, 2021**

12. CITY MANAGER'S UPDATE

13. APPROVAL OF MINUTES

A. MARCH 18, 2021 REGULAR MEETING

14. CONSENT CALENDAR (COMMENTS ON CONSENT AGENDA TAKEN HERE)

(All matters on the Consent Calendar are to be approved in one motion unless a Councilmember requests a separate action on a specific item on the Consent Calendar. If an item is removed from the Consent Calendar, it will be discussed individually and acted upon separately.)

A. COUNCIL APPROVAL OF A MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS INCLUDED IN THE AGENDA

Requested Action: That the City Council waive the reading of the text of all ordinances and resolutions included in the agenda.

B. CONSIDERATION OF CHECK REGISTER IN THE AMOUNT OF $6,896,224.45

Requested Action: That the City Council ratify the check registers dated February 25, 2021 and March 4, 11, and 18, 2021 as well as the payroll register dated February 28, 2021 and March 5, and 19, 2021.

C. REDUCTION OF IMPROVEMENT BONDS AND INITIATION OF ONE-YEAR WARRANTY PERIOD FOR PUBLIC IMPROVEMENTS ON PARCEL MAP 37125 BOUNDED BY VAN BUREN BOULEVARD ON THE NORTH, ETIWANDA AVENUE ON THE EAST, RIVERSIDE DRIVE ON THE SOUTH, AND DAY CREEK CHANNEL (PILOT TRAVEL CENTERS, LLC)

1. Requested Action: That the City Council authorize the City Manager to record the Notice of Completion; and

2. Authorize the City Engineer to reduce the Performance Bond and Material and Labor Bond for the street improvements to start the one-year warranty period; after which the City Engineer may fully release the bond; and

3. Authorize the City Engineer to release the cash deposit for the Monument Bond 90 days after the recordation of the Notice of Completion unless the City receives a stop notice or other lien.

D. ADOPTION OF A GENERAL FUND RESERVE POLICY

Requested Action: That the City Council adopt Resolution No. 2021-20, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING A GENERAL FUND RESERVE POLICY

E. ADOPTION OF A DEBT MANAGEMENT POLICY

Requested Action: That the City Council adopt Resolution No. 2021-21, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING A DEBT MANAGEMENT POLICY

15. CONSIDERATION OF ANY ITEMS REMOVED FROM THE CONSENT CALENDAR

16. PUBLIC HEARINGS

A. PUBLIC HEARING TO CONSIDER ZONING CODE AMENDMENT NO. 21003 (ZCA21003) REVISING MUNICIPAL CODE CHAPTER 9.145 (INDUSTRIAL PARK (I-P) ZONE) PERTAINING TO EMERGENCY SHELTERS FOR INDIVIDUALS EXPERIENCING HOMELESSNESS

Requested Action: That the City Council conduct a first reading and introduce Ordinance No. 2021-08, entitled:

AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, AMENDING SECTIONS 9.145.020 ("USES PERMITTED") AND 9.145.050 ("DEVELOPMENT STANDARDS") OF CHAPTER 9.145 ("I-P ZONE (INDUSTRIAL PARK)") OF TITLE 9 ("PLANNING AND ZONING") OF THE JURUPA VALLEY MUNICIPAL CODE CONCERNING EMERGENCY SHELTER DEVELOPMENT STANDARDS, AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION 15061 (B) (3) OF THE CEQA GUIDELINES

B. PUBLIC HEARING TO CONSIDER ZONING CODE AMENDMENT NO. 21004 (ZCA21004) REPLACING THE TERM "PLANNING DIRECTOR" WITH THE TERM "COMMUNITY DEVELOPMENT DIRECTOR" THROUGHOUT THE MUNICIPAL CODE

Requested Action: That the City Council conduct a first reading and introduce Ordinance No. 2021-09, entitled:

AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, AMENDING THE JURUPA VALLEY MUNICIPAL CODE TO REPLACE THE TERM "PLANNING DIRECTOR" TO "COMMUNITY DEVELOPMENT DIRECTOR,"AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION 15061 (B) (3) OF THE CEQA GUIDELINES

17. COUNCIL BUSINESS

A. AGREEMENT BETWEEN CITY OF JURUPA VALLEY AND THE COUNTY OF RIVERSIDE TO PUCHASE THE BUILDING LOCATED AT 5293 MISSION BOULEVARD, JURUPA VALLEY, CA

1. Requested Action: That the City Council approve the proposed Agreement between the City and the County of Riverside for purchase of the property located at 5293 Mission Boulevard, Jurupa Valley, CA (also known as the Fleet Services Building); and authorize the City Manager to execute the final agreement; and

2. That the City Council adopt Resolution No. 2021-22, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING THE PURCHASE AND SALE AGREEMENT BETWEEN THE CITY AND COUNTY OF RIVERSIDE FOR THE PURCHASE OF THE FLEET SERVICES BUILDING BY CITY

B. INITIATION OF A GENERAL PLAN AMENDMENT TO ALLOW A 250-ACRE MIXED-USED PROJECT TO INCLUDE WAREHOUSE AND DISTRUBTION USES OUTSIDE OF THE MIRA LOMA AND AGUA MANSA WAREHOUSE AND DISTRIBUTION CENTER OVERLAYS

Requested Action: That the City Council initiate a General Plan Amendment as described in the staff report to enable the applicant, EM Ranch Owner, LLC, to seek approval of a Specific Plan and Development Agreement for a 250-acre mixed-use project that will include logistics distribution warehouse uses at the existing Emerald Meadows Ranch Specific Plan site generally located south of State Route 60, east of Rubidoux Boulevard, west of Santa Ana River, and north of 34th Street.

C. THIRD- QUARTER BUDGET PRESENTATION AND AMENDMENTS

1. Requested Action: That the City Council receive and file the Third Quarter Budget Presentation.

3. That the City Council approve Fiscal Year 2020-21 Third Quarter Budget Amendments to the City's Budget as presented in the exhibit attached to the staff report.

D. APPROVAL OF FIVE NEW CLASSIFICATIONS AND THIRD QUARTER AMENDED SALARY SCHEDULE FOR FY 2020-2021

1. Requested Action: That the City Council approve the creation of five (5) new classifications including Job Descriptions and Salary Ranges as described in the staff report; and

2. That the City Council approve the funding of $430,598 to support the hiring of five (5) existing positions as described in the staff report; and

3. That the City Council approve the amended Salary Schedule for 2020-21 which includes the five (5) new classifications and the funding for five (5) existing positions.

18. CITY ATTORNEY'S REPORT

19. COUNCIL MEMBER REPORTS AND COMMENTS

20. ADJOURNMENT

Adjourn to the Regular Meeting of April 15, 2021 at 7:00 p.m. at the City Council Chamber, 8930 Limonite Avenue, Jurupa Valley, CA 92509.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in a meeting of the Jurupa Valley City Council or other services, please contact Jurupa Valley City Hall at (951) 332-6464. Notification at least 48 hours prior to the meeting or time when services are needed will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Agendas of public meetings and any other writings distributed to all, or a majority of, Jurupa Valley City Council Members in connection with a matter subject to discussion or consideration at an open meeting of the City Council are public records. If such writing is distributed less than 72 hours prior to a public meeting, the writing will be made available for public inspection at the City of Jurupa Valley, 8930 Limonite Avenue, Jurupa Valley, CA 92509, at the time the writing is distributed to all, or a majority of, Jurupa Valley City Council Members. The City Council may also post the writing on its Internet website at www.jurupavalley.org.

Agendas and Minutes are posted on the City's website at www.jurupavalley.org.

AGENDA ITEM NO. 13.A

MINUTES
OF THE REGULAR MEETING
OF THE JURUPA VALLEY CITY COUNCIL
March 18, 2021

The meeting was held at the Jurupa Valley City Council Chamber, 8930 Limonite Avenue, Jurupa Valley, CA

1. 6:00 PM - CALL TO ORDER AND ROLL CALL FOR CLOSED SESSION

- Lorena Barajas, Mayor
- Chris Barajas, Mayor Pro Tem
- Leslie Altamirano, Council Member
- Brian Berkson, Council Member
- Guillermo Silva, Council Member

Mayor Lorena Barajas called the closed session meeting to order at 6:00 p.m. Council Member Leslie Altamirano participated via teleconference.

2. CONVENE TO CLOSED SESSION

A. PUBLIC COMMENTS PERTAINING TO CLOSED SESSION ITEMS

B. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION. The City Council met in closed session with the City Attorney pursuant to Government Code Section 54956.9(d)(4) with respect to two matters of potential litigation. A point has been reached where, in the opinion of the City Attorney, based on existing facts and circumstances, there is a significant exposure to litigation involving the City and the City Council will decide whether to initiate litigation.

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. The City Council met in closed session pursuant to Government Code Section 54956.8 regarding the granting of a utility easement to Southern California Edison generally along Pat's Ranch Road from Cantu-Galliano Road to Limonite as provided and described in the "Decision Granting a Certificate of Public Convenience and Necessity for the Riverside Transmission Reliability Project" approved by the California Public Utilities Commission on March 12, 2020 (Case No. A.15-04-013; Decision No. 20-03-001). The parties to the negotiations for the grant of the easement are: City of Jurupa Valley and Southern California Edison. Negotiators for the City of Jurupa Valley are: Rod Butler, George Wentz, Paul Toor, Steve Loriso, Tilden Kim, Stephen Lee and Paula Gutierrez-Baeza. Under negotiation are the terms of the grant of the easement.

3. RECONVENE IN OPEN SESSION

A. ANNOUNCEMENT OF ANY REPORTABLE ACTIONS IN CLOSED SESSION

City Attorney Peter Thorson announced that there were no reportable actions taken.

4. 7:00 PM - CALL TO ORDER AND ROLL CALL FOR REGULAR SESSION

- Lorena Barajas, Mayor
- Chris Barajas, Mayor Pro Tem
- Leslie Altamirano, Council Member
- Brian Berkson, Council Member
- Guillermo Silva, Council Member

Mayor Lorena Barajas called the regular meeting to order at 7:13 p.m. Council Member Leslie Altamirano participated via teleconference.

5. INVOCATION was given by Pastor Ann Peak from New Birth Baptist Church.

6. PLEDGE OF ALLEGIENCE was led by Guillermo Silva.

7. APPROVAL OF AGENDA

A motion was made by Mayor Pro Tem Chris Barajas, seconded by Council Member Guillermo Silva, to approve the Agenda. A roll-call vote was taken.

Roll Call:

Ayes: L. Altamirano, C. Barajas, L. Barajas, B. Berkson, G. Silva
Noes: None
Absent: None

8. PRESENTATIONS

A. RECOGNITION TO ALISON LOUKEH

Mayor Lorena Barajas and the members of the City Council recognized Alison Loukeh for her outreach efforts to the community and wished her well on her upcoming retirement from the Jurupa Community Services District.

9. PUBLIC APPEARANCE/COMMENTS

There were no public comments.

10. INTRODUCTIONS, ACKNOWLEDGEMENTS, COUNCIL COMMENTS AND ANNOUNCEMENTS

Mayor Lorena Barajas announced that the City of Jurupa Valley will host a blood drive on Tuesday, March 23, 2021 from 11:00 am to 4:00 pm. Further information is available at: www.lstream.org

11. CITY COUNCIL MEMBER ORAL/WRITTEN REPORTS REGARDING REGIONAL BOARDS AND COMMISSIONS

A. MAYOR PRO TEM CHRIS BARAJAS

1. Mayor Pro Tem Barajas gave an update on the Western Community Energy Joint meeting of the Board of Directors and Technical Advisory committee meeting of March 10, 2021.

2. Mayor Pro Tem Barajas gave an update on the Western Riverside Council of Governments – Administration and Finance Committee meeting of March 10, 2021.

B. COUNCIL MEMBER LESLIE ALTAMIRANO

1. Council Member Altamirano gave an update on the Northwest Mosquito and Vector Control District meeting of March 18, 2021.

C. COUNCIL MEMBER BRIAN BERKSON

1. Council Member Berkson gave an update on the Riverside County Transportation Commission meeting of March 10, 2021.

2. Council Member Berkson gave an update on the Metrolink/Southern California Regional Rail Authority – Audit and Finance Committee meeting of March 12, 2021.

3. Council Member Berkson gave an update on the Mobile Source Air Pollution Reduction Review Committee meeting of March 18, 2021.

12. CITY MANAGER'S UPDATE

City Manager Rod Butler announced that one of the City's "rising stars," Sean McGovern is leaving the City to become the Assistant to the City Manager in Lake Forest. Mr. Butler complimented Sean for being a very versatile employee who has been able to take on many different roles while producing excellent work. He wished Sean well on his new endeavor. Mr. Butler noted that the Covid positive hospitalizations in Riverside County have declined and the County is moving to the less restrictive red tier. He polled the Council as to whether they would prefer to keep the Council meetings closed to the public due to the updated restrictions on public gatherings. Following discussion, the majority of the Council directed that the City Council Chamber shall remain closed to the public until May, 2021 at which time this issue shall be re-visited.

A. DISCUSSION OF POTENTIAL MEMBERSHIP IN THE LEAGUE OF CALIFORNIA CITIES

Rod Butler, City Manager, provided information on potential membership in the League of California Cities. Mike Flad, Assistant City Manager provided a brief overview of the League of California Cities and the programs and services they provide.

Further discussion followed.

By consensus, the City Council directed the City Manager to provide a no-cost offer to the League of California Cities for one year to determine what if any, membership benefits would be realized after the trial year.

Ayes: L. Altamirano, C. Barajas, L. Barajas, B. Berkson, G. Silva
Noes: None
Absent: None

13. SHERIFF'S DEPARTMENT UPDATE – ORAL REPORT

Lieutenant Danny Young gave a PowerPoint presentation on activities from the Sheriff's Department. He provided information on the special enforcement teams, homeless outreach, code enforcement, illegal vendor enforcement, calls for service, and year-end statistics.

Further discussion followed.

Mayor Lorena Barajas thanked Lieutenant Young for his very thorough report.___

14. APPROVAL OF MINUTES

A. MARCH 4, 2021 REGULAR MEETING

A motion was made by Council Member Guillermo Silva, seconded by Mayor Pro Tem Chris Barajas, to approve the Minutes of the March 4, 2021 regular meeting. A roll-call vote was taken.

Roll Call:

Ayes: L. Altamirano, C. Barajas, L. Barajas, B. Berkson, G. Silva
Noes: None
Absent: None

15. CONSENT CALENDAR

A. COUNCIL APPROVAL OF A MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS INCLUDED IN THE AGENDA

Requested Action: That the City Council waive the reading of the text of all ordinances and resolutions included in the agenda.

B. ORDINANCE NO. 2021-07

Requested Action: That the City Council conduct a second reading and adopt Ordinance No. 2021-07, entitled:

AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING AN AMENDMENT TO THE CITY OF JURUPA VALLEY OFFICIAL ZONING MAP CHANGING THE ZONES OF APPROXIMATELY 34.17 COMBINED GROSS ACRES OF REAL PROPERTY, AND MAKING FINDINGS PURSUANT TO CEQA

C. CITY COUNCIL REVIEW OF THE DRAFT 2020 GENERAL PLAN ANNUAL PROGRESS REPORT

Requested Action: That the City Council review the attached 2020 General Plan Annual Progress Report and direct staff to submit the report to the California Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD).

D. AWARD OF CONSTRUCTION AGREEMENT TO LCR EARTHWORK AND ENGINEERING, CORP. FOR 2020-2021 CDBG – FORT FREEMONT ALLEY RECONSTRUCTION – PH. 1, CIP PROJECT NO. 20105

1. Requested Action: That the City Council approve and award a construction agreement to LCR Earthwork and Engineering, Corp. in the amount of $69,136.80 for the 2020-2021 CDBG – Fort Freemont Alley Reconstruction – Ph. 1 Project (Agreement) for the work included in its proposal, and authorize the City Manager to execute the Agreement in substantially the form and format attached to the staff report in such final form as approved by the City Attorney; and

2. Authorize the City Manager to execute contract change orders not to exceed 10% of the total agreement, pursuant to requirements set forth in the agreement; and

3. Authorize the City Manager to record the Notice of Completion upon acceptance of the work by the City Engineer.

E. AWARD OF CONSTRUCTION AGREEMENT TO LCR EARTHWORK AND ENGINEERING, CORP. FOR 2020-2021 CDBG – MISSION BLVD. ADA IMPROVEMENTS, CIP PROJECT NO. 20102

1. Requested Action: That the City Council approve and award a construction agreement to LCR Earthwork and Engineering, Corp. in the amount of $253,300.00 for the 2020-2021 CDBG – Mission Boulevard ADA Improvements Project (Agreement) for the work included in its proposal, and authorize the City Manager to execute the Agreement in substantially the form and format attached to the staff report in such final form as approved by the City Attorney; and

2. Authorize the City Manager to execute contract change orders not to exceed 10% of the total agreement, pursuant to requirements set forth in the agreement; and

3. Appropriate $70,000 of unencumbered Road Maintenance and Rehabilitation Account (RMRA) funds to the Project account to fund the total project costs; and

4. Authorize the City Manager to record the Notice of Completion upon acceptance of the work by the City Engineer.

A motion was made by Mayor Pro Tem Chris Barajas, seconded by Council Member Guillermo Silva, to approve the Consent Calendar.

A roll-call vote was taken.

Roll-Call:

Ayes: L. Altamirano, C. Barajas, L. Barajas, B. Berkson, G. Silva
Noes: None
Absent: None

16. CONSIDERATION OF ANY ITEMS REMOVED FROM THE CONSENT CALENDAR

17. PUBLIC HEARINGS

18. COUNCIL BUSINESS

19. CITY ATTORNEY'S REPORT

City Attorney Peter Thorson had no report.

20. COUNCIL MEMBER REPORTS AND COMMENTS

Mayor Pro Tem Chris Barajas announced that the next Community Clean-up event will be held Saturday, April 24, 2021. Anyone interested in volunteering may contact Mayor Pro Tem Barajas at City Hall.

Council Member Leslie Altamirano advised that while participating in a ride along with Path of Life ministry, she witnessed an accident in front of City Hall. She praised City staff members Grizelda Reed and Sean McGovern for their quick and heroic actions.

21. ADJOURNMENT

There being no further business before the City Council, Mayor Lorena Barajas adjourned the meeting at 8:36 p.m.

The next meeting of the Jurupa Valley City Council will be held April 1, 2021 at 7:00 p.m. at the City Council Chamber, 8930 Limonite Avenue, Jurupa Valley, CA 92509.

Respectfully submitted,

_____

Victoria Wasko, CMC
City Clerk

RETURN TO AGENDA

AGENDA ITEM NO. 13.A

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- Brian Berkson, Council Member
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B. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION. The City Council met in closed session with the City Attorney pursuant to Government Code Section 54956.9(d)(4) with respect to two matters of potential litigation. A point has been reached where, in the opinion of the City Attorney, based on existing facts and circumstances, there is a significant exposure to litigation involving the City and the City Council will decide whether to initiate litigation.

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7. APPROVAL OF AGENDA

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Roll Call:

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Noes: None
Absent: None

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14. APPROVAL OF MINUTES

A. MARCH 4, 2021 REGULAR MEETING

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Roll Call:

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Noes: None
Absent: None

15. CONSENT CALENDAR

A. COUNCIL APPROVAL OF A MOTION TO WAIVE THE READING OF THE TEXT OF ALL ORDINANCES AND RESOLUTIONS INCLUDED IN THE AGENDA

Requested Action: That the City Council waive the reading of the text of all ordinances and resolutions included in the agenda.

B. ORDINANCE NO. 2021-07

Requested Action: That the City Council conduct a second reading and adopt Ordinance No. 2021-07, entitled:

AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING AN AMENDMENT TO THE CITY OF JURUPA VALLEY OFFICIAL ZONING MAP CHANGING THE ZONES OF APPROXIMATELY 34.17 COMBINED GROSS ACRES OF REAL PROPERTY, AND MAKING FINDINGS PURSUANT TO CEQA

C. CITY COUNCIL REVIEW OF THE DRAFT 2020 GENERAL PLAN ANNUAL PROGRESS REPORT

Requested Action: That the City Council review the attached 2020 General Plan Annual Progress Report and direct staff to submit the report to the California Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD).

D. AWARD OF CONSTRUCTION AGREEMENT TO LCR EARTHWORK AND ENGINEERING, CORP. FOR 2020-2021 CDBG – FORT FREEMONT ALLEY RECONSTRUCTION – PH. 1, CIP PROJECT NO. 20105

1. Requested Action: That the City Council approve and award a construction agreement to LCR Earthwork and Engineering, Corp. in the amount of $69,136.80 for the 2020-2021 CDBG – Fort Freemont Alley Reconstruction – Ph. 1 Project (Agreement) for the work included in its proposal, and authorize the City Manager to execute the Agreement in substantially the form and format attached to the staff report in such final form as approved by the City Attorney; and

2. Authorize the City Manager to execute contract change orders not to exceed 10% of the total agreement, pursuant to requirements set forth in the agreement; and

3. Authorize the City Manager to record the Notice of Completion upon acceptance of the work by the City Engineer.

E. AWARD OF CONSTRUCTION AGREEMENT TO LCR EARTHWORK AND ENGINEERING, CORP. FOR 2020-2021 CDBG – MISSION BLVD. ADA IMPROVEMENTS, CIP PROJECT NO. 20102

1. Requested Action: That the City Council approve and award a construction agreement to LCR Earthwork and Engineering, Corp. in the amount of $253,300.00 for the 2020-2021 CDBG – Mission Boulevard ADA Improvements Project (Agreement) for the work included in its proposal, and authorize the City Manager to execute the Agreement in substantially the form and format attached to the staff report in such final form as approved by the City Attorney; and

2. Authorize the City Manager to execute contract change orders not to exceed 10% of the total agreement, pursuant to requirements set forth in the agreement; and

3. Appropriate $70,000 of unencumbered Road Maintenance and Rehabilitation Account (RMRA) funds to the Project account to fund the total project costs; and

4. Authorize the City Manager to record the Notice of Completion upon acceptance of the work by the City Engineer.

A motion was made by Mayor Pro Tem Chris Barajas, seconded by Council Member Guillermo Silva, to approve the Consent Calendar.

A roll-call vote was taken.

Roll-Call:

Ayes: L. Altamirano, C. Barajas, L. Barajas, B. Berkson, G. Silva
Noes: None
Absent: None

16. CONSIDERATION OF ANY ITEMS REMOVED FROM THE CONSENT CALENDAR

17. PUBLIC HEARINGS

18. COUNCIL BUSINESS

19. CITY ATTORNEY'S REPORT

City Attorney Peter Thorson had no report.

20. COUNCIL MEMBER REPORTS AND COMMENTS

Mayor Pro Tem Chris Barajas announced that the next Community Clean-up event will be held Saturday, April 24, 2021. Anyone interested in volunteering may contact Mayor Pro Tem Barajas at City Hall.

Council Member Leslie Altamirano advised that while participating in a ride along with Path of Life ministry, she witnessed an accident in front of City Hall. She praised City staff members Grizelda Reed and Sean McGovern for their quick and heroic actions.

21. ADJOURNMENT

There being no further business before the City Council, Mayor Lorena Barajas adjourned the meeting at 8:36 p.m.

The next meeting of the Jurupa Valley City Council will be held April 1, 2021 at 7:00 p.m. at the City Council Chamber, 8930 Limonite Avenue, Jurupa Valley, CA 92509.

Respectfully submitted,

_____

Victoria Wasko, CMC
City Clerk

RETURN TO AGENDA

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **CONNIE CARDENAS, ADMINISTRATIVE SERVICES DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 14.B**

CHECK REGISTERS

RECOMMENDATION

That the City Council ratify the check registers dated February 25, 2021 and March 04, 11, and 18, 2021 as well as the payroll register dated February 28, 2021 and March 5, and 19, 2021.

The City Council of the City of Jurupa Valley authorizes expenditures through the annual budget process. The FY 2020-21 Budget was adopted on June 18, 2020. Expenditures not included in the annual budget process are approved by resolution throughout the fiscal year.

ANALYSIS

All expenditures on the attached check registers have been approved by the City Council and are in conformance with the authority provided by Section 37208 of the Government Code. The check register dated March 11, 2021 included a $9,670.97 payment to Chase Card Services. The Statement, with purchase details, is attached herewith.

OTHER INFORMATION

None.

FINANCIAL IMPACT

Check registers:

02/25/21	$ 1,531,035.45
03/04/21	$ 288,334.97
03/11/21	$ 3,001,196.34
03/18/21	$ 1,834,035.33

Payroll registers:

02/28/21	$	3,379.16
03/05/21	$	130,301.81
03/19/21	$	107,941.39
TOTAL	$	6,896,224.45

ALTERNATIVES

1. Not ratify the attached check registers.

Prepared by:

Connie Cardenas
Administrative Services Director

Submitted by:

Rod B. Butler
City Manager

Attachments:

1. Check registers dated February 25, 2021 and March 4, 11, and 18, 2021.
2. Payroll registers dated February 28, 2021 and March 5, and 19, 2021.

Bank : chase CHASE BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14645	2/25/2021	02664	AMARIA, MERZI	BD-2015-8287	2/24/2021	BD-2015-8287 BLDG REIMB 1	3,027.02	3,027.02
Voucher:								
14646	2/25/2021	02632	AMERITAS LIFE INSURANCE C	D-022821	2/24/2021	FEB 2021 DENTAL	1,311.21	
Voucher:				V-022821	2/24/2021	FEB 2021 VISION	396.44	1,707.65
14647	2/25/2021	00101	CALIFORNIA BUILDING OFFIC	13851	1/28/2021	WEBINAR- 2019 ENRGY COD	140.00	140.00
Voucher:								
14648	2/25/2021	00376	CALTRANS	SL210517	1/28/2021	OCT-DEC 2020 SIGNALS & LI	16,100.82	16,100.82
Voucher:								
14649	2/25/2021	01100	COLONIAL LIFE INS CO	4522090-020148	1/22/2021	FEB 2021 EMP. CAFE. PLAN E	3,135.62	3,135.62
Voucher:								
14650	2/25/2021	00049	COUNTY OF RIVERSIDE, SHE	SH0000038328	12/31/2020	10/22/20-11/18/20 POLICE SV	1,411,511.85	1,411,511.85
Voucher:								
14651	2/25/2021	00589	ECS IMAGING, INC	15750	2/25/2021	LSAP ANNUAL RENEWAL	8,461.00	8,461.00
Voucher:								
14652	2/25/2021	00015	EDISON - SOUTHERN CALIFO	2-34-593-4541	2/18/2021	CITY HALL ELECTRIC CHARG	1,846.36	
Voucher:				2-35-433-9657	2/18/2021	PUMP STATION ELECTRIC	26.13	
				2-38-506-3359	2/18/2021	STREET LIGHT ELECTRIC	13.37	
				2-43-042-4069	2/18/2021	CFD IRR ELECTRICAL CHAR	12.99	
				2-38-507-8175	2/18/2021	LLMD ELECTRIC CHARGES	12.60	1,911.45
14653	2/25/2021	02180	EMPIRE GROUP OF COMPANI	59276	2/16/2021	BUILDING- BUSINESS CARDS	73.95	73.95
Voucher:								
14654	2/25/2021	02665	FALCON ENGINEERING SERV	2021-01	2/1/2021	JAN 2021 PEDLEY RD. INTER	42,553.24	
Voucher:				2020-01	1/7/2021	NOV-DEC 2020 PEDLEY RD I	9,757.43	52,310.67
14655	2/25/2021	01236	HD SUPPLY CONSTRUCTION	50014994125	2/3/2021	PERMA PATCH	1,670.13	
Voucher:				50015008994	2/4/2021	PERMA PATCH	1,670.13	
				50014985414	2/2/2021	ABSORB IT OIL	560.30	3,900.56
14656	2/25/2021	01676	MASONS SAW & LAWNMOWE	562571	2/17/2021	TOOLS FOR PUBLIC WORKS	741.59	741.59
Voucher:								
14657	2/25/2021	00887	MEDINA PLUMBING & ROOTE	418	2/8/2021	NEW COPPER PIPE TO REPA	625.00	625.00
Voucher:								
14658	2/25/2021	00857	NETWORKS 2000, INC	27721	2/19/2021	3/28/21-3/27/22 HPE FOUNDA	740.70	740.70
Voucher:								

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14659	2/25/2021	01517	OFFICE DEPOT, INC	154605118001	2/5/2021	OFFICE SUPPLIES	356.23	
	Voucher:			154575868001	2/4/2021	OFFICE SUPPLIES	315.52	
				150708803001	1/25/2021	OFFICE SUPPLIES	274.25	
				153051558001	2/5/2021	OFFICE SUPPLIES	260.73	
				151090322001	1/21/2021	OFFICE SUPPLIES	202.10	
				147384501001	2/2/2021	OFFICE SUPPLIES	169.65	
				150920326001	1/28/2021	OFFICE SUPPLIES	126.91	
				153913641001	2/3/2021	OFFICE SUPPLIES	121.62	
				150893464001	1/28/2021	OFFICE SUPPLIES	117.04	
				150715878001	1/25/2021	OFFICE SUPPLIES	107.74	
				156841995001	2/12/2021	OFFICE SUPPLIES	87.85	
				155554172001	2/4/2021	OFFICE SUPPLIES	78.39	
				152499782001	1/28/2021	OFFICE SUPPLIES	55.28	
				153586969001	1/27/2021	OFFICE SUPPLIES	55.00	
				147301586001	2/2/2021	OFFICE SUPPLIES	54.83	
				148291586001	2/21/2021	OFFICE SUPPLIES	53.86	
				154927972001	2/3/2021	OFFICE SUPPLIES	45.57	
				154601040001	2/8/2021	OFFICE SUPPLIES	44.17	
				150715327001	1/25/2021	OFFICE SUPPLIES	43.09	
				148284465001	1/21/2021	OFFICE SUPPLIES	38.78	
				145426911001	12/30/2020	OFFICE SUPPLIES	31.02	
				154605117001	2/5/2021	OFFICE SUPPLIES	12.80	
				154575868002	2/5/2021	OFFICE SUPPLIES	11.59	2,664.02
14660	2/25/2021	00245	ORTIZ, ROGELIO	21046	2/4/2021	EMBROIDERED POLO & JACI	2,907.31	
	Voucher:			21045	2/4/2021	EMBROIDERED STAFF SHIRT	385.55	3,292.86
14661	2/25/2021	01228	PUBLIC AGENCY RETIREMEN	47497	2/11/2021	DEC 2020 REP FEES	347.79	347.79
	Voucher:							
14662	2/25/2021	01618	QUESADA, PAUL A	3046	2/22/2021	INSTALL & ACTIVE CAT-6 DAT	150.00	150.00
	Voucher:							

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14663	2/25/2021	01261	RUBIDOUX COMMUNITY SVC	15058100-00	2/10/2021	RCSD LLMD WATER CHARGE	1,502.59	
	Voucher:			15058200-00	2/10/2021	RCSD LLMD WATER CHARGE	1,326.33	
				15000000-00	2/10/2021	RCSD LLMD WATER CHARGE	1,030.95	
				15058000-00	2/10/2021	RCSD LLMD WATER CHARGE	654.71	
				15036200-02	2/10/2021	RCSD JV BOXING CLUB WAT	195.43	
				15012980-01	2/10/2021	RCSD LLMD WATER CHARGE	120.77	
				15026710-00	2/10/2021	RCSD LLMD WATER CHARGE	109.80	
				15013000-01	2/10/2021	RCSD LLMD WATER CHARGE	86.82	
				15062100-00	2/10/2021	RCSD LLMD WATER CHARGE	86.82	
				15036210-01	2/10/2021	RCSD JV BOXING CLUB IRRI(	49.34	
				15058400-00	2/10/2021	RCSD LLMD WATER CHARGE	30.92	5,194.48
14664	2/25/2021	01253	SOFTSCAPES CORPORATION	2018	2/17/2021	JAN 2021 ZONE 16 LANDSCA	8,200.00	
	Voucher:			2016	2/17/2021	DEC 2020 ETIWANDA LANDS(	1,505.00	
				2014	2/17/2021	JAN 2021 CITY HALL LANDSC	150.00	9,855.00
14665	2/25/2021	02554	STANDARD INSURANCE COM	020121	2/1/2021	FEB 2021 LIFE INSURANCE P	520.20	520.20
	Voucher:							
14666	2/25/2021	02349	STERICYCLE, INC.	8181445999	2/15/2021	FEB 2021 RECYCLE	98.10	98.10
	Voucher:							
14667	2/25/2021	01134	ZUMAR INDUSTRIES, INC.	91762	2/17/2021	ORANGE CONES, SIGN STAN	4,525.12	4,525.12
	Voucher:							

Sub total for CHASE BANK: 1,531,035.45

23 checks in this report.

Grand Total All Checks: 1,531,035.45

Bank : chase CHASE BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14668	3/4/2021	01226	ADLERHORST INTERNATION/	105344	9/16/2020	K-9 SUPPLIES	195.03	
	Voucher:			105831	1/4/2021	DEC 2020 K-9 MONTHLY ON-S	175.00	
				105999	2/15/2021	JAN 2021 K-9 ON SITE TRAINI	175.00	545.03
14669	3/4/2021	00240	AMERICAN FORENSIC NURSE	74163	12/15/2020	LAB SVCS- SHERIFF'S DEPT.	305.00	
	Voucher:			74206	12/31/2020	LAB SVCS- SHERIFF'S DEPT.	280.00	
				74164	12/15/2020	LAB SVCS- SHERIFF'S DEPT.	275.00	
				74207	12/31/2020	LAB SVCS- SHERIFF'S DEPT	195.00	
				74263	1/15/2021	LAB SVCS- SHERIFF'S DEPT.	165.00	
				74228	12/31/2020	LAB SVCS- SHERIFF'S DEPT.	110.00	
				74277	1/15/2021	LAB SVCS- SHERIFF'S DEPT.	55.00	1,385.00
14670	3/4/2021	00233	BIO-TOX LABORATORIES INC	40666	1/13/2021	LAB SVCS- SHERIFF'S DEPT.	2,285.00	
	Voucher:			40665	1/13/2021	LAB SVCS- SHERIFF'S DEPT.	1,530.00	
				40796	2/10/2021	LAB SVCS- SHERIFF'S DEPT.	1,487.00	
				40795	2/10/2021	LAB SVCS- SHERIFF'S DEPT.	1,012.00	
				40848	2/10/2021	LAB SVCS- SHERIFF'S DEPT.	256.00	
				40715	1/13/2021	LAB SVCS- SHERIFF'S DEPT.	92.00	6,662.00
14671	3/4/2021	00893	BROTHERS TOWING OF NOR	5127	2/3/2021	TOWING SVCS- SHERIFF'S D	100.00	100.00
	Voucher:							
14672	3/4/2021	01366	CALIFORNIA NEWSPAPERS P	0011435522	1/13/2021	PROJ. NO. 20102 NOTICE INV	1,340.00	
	Voucher:			0011434936	1/8/2021	PROJ. NO. 20105 NOTICE INV	1,247.60	
				0011432523	12/28/2020	PROJECT NO.16-A.2 NOTICE	1,102.40	
				0011436539	1/18/2021	PROJ. NO. 20104 NOTOCE IN	1,080.40	
				0011435059	1/11/2021	SEC.3.75.080 PH TO CONSID	725.60	
				0011435060	1/11/2021	CODE AMDT NO. 20001 NOTI(	640.40	
				0011438085	1/28/2021	ORD. NO. 2021-05 SUMMARY	587.60	
				0011432844	12/29/2020	MA17273 NOTICE OF INTENT	575.50	
				0011438089	1/28/2021	SUMMARY PROPOSED ORD.I	556.80	
				0011429057	12/7/2020	MA20154 CUP20006 NOTICE (	405.00	
				0011435056	1/11/2021	NOTICE OF PUBLIC HEARING	358.80	
				0011438093	1/28/2021	NOTICE OF NEW ORD. NO.2(	332.40	
				0011432260	12/28/2020	UNSCHEDULED VACANCIES (	328.00	
				0011431886	12/24/2020	NOTICE OF PROPOSED ORD	314.80	
				0011436437	1/17/2021	FY21/22 BLOCK GRANT FUNI	314.80	9,910.10

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14673	3/4/2021	02393	CHARTER COMMUNICATIONS	0984993021921	2/19/2021	FEB 2021 BUSINESS INTERNI	2,529.50	
	Voucher:			1034343022121	2/21/2021	MAR 2021 BUSINESS VOICE	149.97	2,679.47
14674	3/4/2021	01393	CHERRY VALLEY FEED AND P	012121	1/21/2021	DOG FOOD FOR CITY K-9 HY	193.92	193.92
	Voucher:							
14675	3/4/2021	00099	COUNTY OF RIVERSIDE, TLM.	TL00000015706	2/18/2021	JAN 2021 SLF COSTS	25,653.35	25,653.35
	Voucher:							
14676	3/4/2021	02666	DIONNE, MIKE	B12-1142	3/3/2021	B12-1142 BLDG REIMB 9265 F	300.90	300.90
	Voucher:							
14677	3/4/2021	00015	EDISON - SOUTHERN CALIFO	2-40-534-6719	2/23/2021	TRAFFIC SIGNAL ELECTRIC	1,922.03	
	Voucher:			2-42-844-9854	2/23/2021	JV BOXING CLUB ELECTRIC (	292.34	
				2-41-364-7926	2/23/2021	LLMD ELECTRIC CHARGES	106.51	
				2-40-885-6102	2/23/2021	LLMD ELECTRICAL CHARGES	76.42	
				2-41-438-9403	2/23/2021	CFD IRR ELECTRICAL CHARC	24.18	
				2-38-507-8118	2/23/2021	LLMD ELECTRIC CHARGES	20.04	
				2-42-614-3137	2/23/2021	CFD IRR ELECTRICAL CHARC	17.11	
				2-39-859-5173	2/23/2021	CFD IRR ELECTRICAL CHARC	16.56	
				2-42-808-4842	2/23/2021	CFD ELECTRICAL CHARGES	16.05	
				2-41-380-0798	2/23/2021	CFD IRR ELECTRICAL CHARC	15.38	
				2-38-508-0718	2/23/2021	LLMD ELECTRIC CHARGES	15.07	
				2-39-859-5223	2/23/2021	CFD IRR ELECTRICAL CHARC	15.02	
				2-38-508-0767	2/23/2021	LLMD ELECTRIC CHARGES	14.85	
				2-42-016-9526	2/23/2021	CFD IRR ELECTRICAL CHARC	14.61	
				2-38-507-8035	2/23/2021	LLMD ELECTRIC CHARGES	13.75	
				2-41-136-1215	2/23/2021	CFD IRR ELECTRICAL CHARC	13.74	
				2-41-192-2446	2/23/2021	LLMD ELECTRIC CHARGES	13.57	
				2-38-507-7821	2/23/2021	LLMD ELECTRIC CHARGES	13.55	
				2-42-708-3944	2/23/2021	CFD IRR ELECTRICAL CHARC	13.51	
				2-38-507-7615	2/23/2021	LLMD ELECTRIC CHARGES	13.43	
				2-38-507-7961	2/23/2021	LLMD ELECTRIC CHARGES	9.02	2,656.74
14678	3/4/2021	00587	FASTENAL COMPANY	CAJUR45282	2/5/2021	LITTER PICKERS, CONTR BA	1,797.58	
	Voucher:			CAJUR45483	2/12/2021	120V GENERATOR PUBLIC W	1,599.60	
				CAJUR45636	2/18/2021	PADLOCKS FOR CITY OWNEI	428.89	3,826.07
14679	3/4/2021	02594	GONZALEZ, JESUS M.	LEAP-2020#4	12/14/2020	2ND & FINAL PYMT GRANT N	5,000.00	5,000.00
	Voucher:						VOID - reissued	

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14680	3/4/2021	01006	HARDY & HARPER, INC.	47195	2/25/2021	PAVING: S/B ETIWANDA VARI	59,537.00	59,537.00
	Voucher:							
14681	3/4/2021	00664	HCI ENVIRONMENTAL & ENG	31971	1/11/2021	BIOHAZARD & HAZARDOUS M	2,808.53	
	Voucher:			31952	1/8/2021	BIOHAZARD & HAZARDOUS M	2,076.39	4,884.92
14682	3/4/2021	01236	HD SUPPLY CONSTRUCTION	50015104248	2/19/2021	60LB BAGS OF ASPHALT PER	3,340.25	3,340.25
	Voucher:							
14683	3/4/2021	01039	HINDERLITER, DE LLAMAS &	SIN006633	2/15/2021	QTR 3 2020 AUDIT SVCS- SAL	145,070.46	145,070.46
	Voucher:							
14684	3/4/2021	01881	JACKSON, DON	2021/00101	2/10/2021	TUNE UP POLICE BIKE- SHEF	191.97	191.97
	Voucher:							

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14685	3/4/2021	00199	JURUPA COMMUNITY SERVIC	21844-002	2/24/2021	LLMD WATER CHARGES	360.28	
	Voucher:			15160-002	2/24/2021	WATER & SEWER	284.00	
				30161-003	2/24/2021	LLMD WATER CHARGES	194.54	
				42890-002	2/24/2021	LLMD WATER CHARGES	177.96	
				24035-002	2/24/2021	LLMD WATER CHARGES	177.96	
				21576-002	2/24/2021	LLMD WATER CHARGES	177.96	
				21846-002	2/24/2021	LLMD WATER CHARGES	177.96	
				41542-002	2/24/2021	LLMD WATER CHARGES	141.54	
				21573-004	2/24/2021	LLMD WATER CHARGES	139.42	
				30163-003	2/24/2021	LLMD WATER CHARGES	139.42	
				21575-002	2/24/2021	LLMD WATER CHARGES	132.74	
				42271-002	2/24/2021	LLMD WATER CHARGES	113.98	
				30162-003	2/24/2021	LLMD WATER CHARGES	113.98	
				23830-003	2/24/2021	LLMD WATER CHARGES	113.98	
				42322-002	2/24/2021	LLMD WATER CHARGES	113.98	
				21574-005	2/24/2021	LLMD WATER CHARGES	100.94	
				30160-003	2/24/2021	LLMD WATER CHARGES	77.62	
				22280-002	2/24/2021	LLMD WATER CHARGES	71.26	
				34405-003	2/24/2021	LLMD WATER CHARGES	71.26	
				41535-002	2/24/2021	LLMD WATER CHARGES	60.66	
				30159-003	2/24/2021	LLMD WATER CHARGES	60.66	
				21562-002	2/24/2021	LLMD WATER CHARGES	60.66	
				37986-004	2/24/2021	LLMD WATER CHARGES	60.66	
				43371-002	2/24/2021	LLMD WATER CHARGES	60.66	
				37985-003	2/24/2021	LLMD WATER CHARGES	39.34	
				41478-001	2/24/2021	WATER & SEWER	32.90	3,256.32
14686	3/4/2021	02656	LANDMARK HEALTHPLAN, OF	020121	2/1/2021	JAN 2021 CHIROPRACTOR	171.29	171.29
	Voucher:							
14687	3/4/2021	00245	ORTIZ, ROGELIO	21062	2/10/2021	MOBILE FOOD VENDOR PERI	531.21	531.21
	Voucher:							
14688	3/4/2021	00052	QUADIENT FINANCE USA, INC	021621	2/16/2021	FEB 2021 POSTAGE	1,967.39	1,967.39
	Voucher:							
14689	3/4/2021	01253	SOFTSCAPES CORPORATION	2019	2/17/2021	FEB 2021 ZONE 16 LANDSCA	8,200.00	
	Voucher:			2017	2/17/2021	FEB 2021 ETIWANDA LANDSC	1,505.00	
				2015	2/17/2021	FEB 2021 CITY HALL LANDSC	150.00	9,855.00

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14690	3/4/2021	02554	STANDARD INSURANCE COM	030221	2/17/2021	MAR 2021 LIFE INSURANCE F	491.36	491.36
	Voucher:							
14691	3/4/2021	00246	STATE OF CALIFORNIA DOJ, [	490798	1/12/2021	DEC 2020 LAB SVCS- SHERIF	525.00	
	Voucher:			495746	2/8/2021	JAN 2021 LAB SVCS- SHERIF	455.00	
				486169	12/7/2020	NOV 2020 LAB SVCS- SHERIF	385.00	
				495762	2/8/2021	AUG 2020 LAB SVCS- SHERIF	35.00	1,400.00
14692	3/4/2021	01991	VACANT PROPERTY SECURIT	VPS146576	2/28/2021	MAR 2021 SECURITY RENTAL	544.14	544.14
	Voucher:							
14693	3/4/2021	00042	XCS DOCUMENT MGMT SOLL	054098	2/16/2021	FEB 2021 COPY COST ID#132	1,324.28	
	Voucher:			054099	2/16/2021	FEB 2021 COPY COST ID#132	987.46	
				054097	2/16/2021	FEB 2021 COPY COST ID#132	869.34	3,181.08

Sub total for CHASE BANK: 293,334.97

(5,000.00)

288,334.97

26 checks in this report.

Grand Total All Checks:	293,334.97

Void Checks

Bank code: chase

(none)

Void Check Posting List

City of Jurupa Valley

Document #: 154292 **Void Date:** 03/04/2021 **Posting #:** 6542 **Group:** berlync
Check #: 14443 **Bank code:** chase **Check Date:** 12/30/20
Vendor: 02594 GONZALEZ, JESUS M.
Post into: 09/2021 **Check amount:** 5,000.00

CK# 14443 $ 5,000.00 12/30/20

Doc Source		Account Number	Description	Amount
disb		B 250.21110	Accounts Payable	5,000.00 CR
disb	S*	B 250.11111	Cash & Investments	5,000.00 DB
disb	S*	B 901.11111	Cash & Investments	5,000.00 DB
disb	S*	B 901.30900	Control Cash Balance	5,000.00 CR
Balance Sheet Totals:		10,000.00 DB	10,000.00 CR	Difference: 0.00

S* = Automatic Summary

Summary Documents

Document #: 154293 **Posting #:** 6542 **Date:** 03/04/21
Reference: 250
Description: disb - FUND 250 SUMMARY
Post into: 09/2021

Account Number	Description	Amount
B 250.11111	Automatic Summary	5,000.00 DB

Balance Sheet Totals: 5,000.00 DB CR Difference:

Document #: 154294 **Posting #:** 6542 **Date:** 03/04/21
Reference: 901
Description: disb - FUND 901 SUMMARY
Post into: 09/2021

Account Number	Description	Amount
B 901.11111	Automatic Summary	5,000.00 DB
B 901.30900	Automatic Summary	5,000.00 CR

Balance Sheet Totals: 5,000.00 DB 5,000.00 CR Difference: 0.00

Void Check Posting List

City of Jurupa Valley

Balance Sheet Fund Totals

Fund		Debits	Credits	Difference
250	CDBG-CV	5,000.00	5,000.00	0.00
901	Cash Fund	5,000.00	5,000.00	0.00

S* = Automatic Summary

Errors / Warnings

Documents with errors : 0
Documents with warnings : 0

Bank : chase CHASE BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402	2/1/2021	01093	JOHN HANCOCK USA	020121	2/1/2021	PPE 01/22/21 PARS CONTR.#(	14,290.06	14,290.06
Voucher:								
403	2/1/2021	01082	ICMA-RC	020121	2/1/2021	PPE 01/22/21 PLAN#307290 C	2,350.00	2,350.00
Voucher:								
404	2/4/2021	01082	ICMA-RC	020421	2/4/2021	PPE 01/31/21 PLAN#307290 C	3,662.42	3,662.42
Voucher:								
405	2/4/2021	01093	JOHN HANCOCK USA	020421	2/4/2021	PPE 01/31/21 PARS CONT#86	225.00	225.00
Voucher:								
406	2/16/2021	01082	ICMA-RC	021621	2/16/2021	PPE 02/05/21 PLAN#307290 C	2,350.00	2,350.00
Voucher:								
407	2/16/2021	01093	JOHN HANCOCK USA	021621	2/16/2021	PPE 02/05/21 PARS CONT#86	14,587.78	14,587.78
Voucher:								
408	2/23/2021	00027	RICHARDS WATSON GERSHC	230485	2/10/2021	JAN 2021 PROF. SVCS	78,013.86	78,013.86
Voucher:								
409	2/24/2021	00027	RICHARDS WATSON GERSHC	230117	1/14/2021	DEC 2020 PROF. SVCS	65,547.29	65,547.29
Voucher:								
410	2/25/2021	01082	ICMA-RC	022521	2/25/2021	PPE 02/19/21 PLAN#307290 C	2,500.00	2,500.00
Voucher:								
411	2/25/2021	01093	JOHN HANCOCK USA	022521	2/25/2021	PPE 02/19/21 PARS CONT#86	14,534.90	14,534.90
Voucher:								
412	2/16/2021	00044	CHASE CARD SERVICES	012121-A	1/21/2021	COVID-19 JAN 2021	2,901.89	2,901.89
Voucher:								
413	2/16/2021	00044	CHASE CARD SERVICES	012121	1/21/2021	JAN 2021	6,769.08	6,769.08
Voucher:								
14694	3/11/2021	01249	25 DOLLAR PLUMBING HTNG	11733	3/10/2021	INSTALL NEW MINI SPLIT IN I	5,043.00	5,043.00
Voucher:								
14695	3/11/2021	01365	AUTO AIDE TOWING	P-64310	3/3/2021	TOWING SVCS- SHERIFF'S D	100.00	
Voucher:				P-66480-1	1/27/2021	TOWING SVCS- SHERIFF'S D	100.00	200.00
14696	3/11/2021	01299	CDL ASSOCIATES	B19-000389-CD'	3/9/2021	B19-000389 BLDG REIMB 102	8,137.92	8,137.92
Voucher:								
14697	3/11/2021	00196	CIVIC SOLUTIONS, INC	030421	3/4/2021	FEB 2021 PROF SVCS	167,435.00	
Voucher:				013121	1/4/2021	JAN 2021 PROF SVCS VOID-reissue	144,759.25	312,194.25
14698	3/11/2021	01100	COLONIAL LIFE INS CO	4522090-03014C	2/22/2021	MAR 2021 EMP. CAFE. PLAN I	3,135.62	3,135.62
Voucher:								

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14699	3/11/2021	00049	COUNTY OF RIVERSIDE, SHE	SH0000038488	2/3/2021	11/19/20-12/16/20 POLICE SV(	1,371,437.85	1,371,437.85
	Voucher:							
14700	3/11/2021	02668	CRUZ, JAMIE	B20-001873-CD\	3/9/2021	B20-001873 BLDG REIMB 135(	2,600.00	
	Voucher:			B20-001873	3/9/2021	B20-001873 BLDG REIMB 135(	1,353.70	3,953.70
14701	3/11/2021	01303	CSMFO	300006986	3/11/2021	2021 CSMFO MUNICIPAL MEI\	50.00	50.00
	Voucher:							
14702	3/11/2021	00836	DE LAGE LANDEN FINANCIAL	71523229	2/20/2021	FEB 2021 COPIER LEASE	1,494.01	1,494.01
	Voucher:							
14703	3/11/2021	00015	EDISON - SOUTHERN CALIFO	2-38-272-9663	3/5/2021	TRAFFIC SIGNAL ELECTRIC	5,560.97	
	Voucher:			2-39-045-9410	3/5/2021	CFD 2013-001 LIGHT ELECTR	1,851.72	
				2-38-467-0477	3/5/2021	CDF 14-002 STREET LIGHT E	655.48	
				2-33-840-6655	3/5/2021	STREET LIGHT ELECTRIC	328.37	
				2-38-500-0898	3/5/2021	STREET LIGHT ELECTRIC	253.78	
				2-38-499-9512	3/5/2021	STREET LIGHT ELECTRIC	140.85	
				2-38-500-2613	3/5/2021	STREET LIGHT ELECTRIC	133.28	
				2-38-500-1482	3/5/2021	STREET LIGHT ELECTRIC	117.21	
				2-38-499-9868	3/5/2021	STREET LIGHT ELECTRIC	94.50	
				2-40-721-2992	3/5/2021	STREET LIGHT ELECTRIC	62.32	
				2-42-671-7104	3/5/2021	CFD STREET LIGHT ELECTRI	62.32	
				2-38-500-1276	3/5/2021	STREET LIGHT ELECTRIC	47.32	
				2-38-500-2357	3/5/2021	STREET LIGHT ELECTRIC	47.32	
				2-38-500-2506	3/5/2021	STREET LIGHT ELECTRIC	47.32	
				2-38-500-0625	3/5/2021	STREET LIGHT ELECTRIC	47.32	
				2-38-500-2852	3/5/2021	STREET LIGHT ELECTRIC	31.22	
				2-38-499-7938	3/5/2021	STREET LIGHT ELECTRIC	23.67	
				2-38-500-1078	3/5/2021	STREET LIGHT ELECTRIC	23.67	
				2-38-500-3082	3/5/2021	STREET LIGHT ELECTRIC	23.67	
				2-40-448-6672	3/5/2021	STREET LIGHT ELECTRIC	23.67	
				2-38-499-8381	3/5/2021	STREET LIGHT ELECTRIC	15.54	
				2-38-508-0585	3/5/2021	PUMP STATION ELECTRIC	14.14	9,605.66

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14704	3/11/2021	00015	EDISON - SOUTHERN CALIFO	2-38-499-8514	3/5/2021	STREET LIGHT ELECTRIC	6,334.38	
	Voucher:			2-39-045-7315	3/5/2021	CFD 2014-001 LIGHT ELECTR	723.04	
				2-41-364-0913	3/5/2021	LLMD ELECTRIC CHARGES	146.70	
				2-36-296-0767	3/5/2021	STREET LIGHT ELECTRIC	132.52	
				2-40-010-3776	3/5/2021	CFD PED/IRR ELECTRICAL CI	119.37	
				2-38-467-0402	3/5/2021	CFD 2013-001 STREET LIGHT	117.09	
				2-42-976-7098	3/5/2021	CFD STREET LIGHT ELECTRI	115.74	
				2-39-606-9478	3/5/2021	SIGNAL LIGHT ELECTRIC CH,	97.09	
				2-40-702-6715	3/5/2021	STREET LIGHT ELECTRIC	92.92	
				2-40-778-4933	3/5/2021	CFD14-001 STREET LIGHT EL	92.92	
				2-41-364-0566	3/5/2021	LLMD ELECTRIC CHARGES	78.98	
				2-40-777-8042	3/5/2021	STREET LIGHT ELECTRIC	77.49	
				2-42-765-1906	3/5/2021	CFD STREET LIGHT ELECTRI	67.68	
				2-38-901-7450	3/5/2021	STREET LIGHT ELECTRIC	31.03	
				2-39-006-1497	3/5/2021	STREET LIGHT ELECTRIC	15.43	8,242.38
14705	3/11/2021	00033	HR GREEN	141686	2/25/2021	JAN 2021 PROF SVCS	526,621.19	526,621.19
	Voucher:							
14706	3/11/2021	02027	IK CONSULTING, LLC	IK-JV1220	2/23/2021	ACCELA AUTOMATION SVCS	7,141.25	
	Voucher:			IK-JV1221	2/23/2021	ACCELA AUTOMATION SVCS	797.50	7,938.75
14707	3/11/2021	02027	IK CONSULTING, LLC	IK-JV0221a	2/23/2021	ACCELA AUTOMATION SVCS	3,240.00	
	Voucher:			IK-JV0920a	9/5/2020	ACCELA AUTOMATION SVCS	1,512.00	4,752.00
14708	3/11/2021	02663	INTERWORLD HIGHWAY LLC	A679285	3/5/2021	TAX FOR SOUND METER & C	82.91	82.91
	Voucher:							
14709	3/11/2021	00199	JURUPA COMMUNITY SERVIC	23829-003	3/3/2021	JCSD WATER CHARGES	345.44	
	Voucher:			23828-003	3/3/2021	JCSD WATER CHARGES	292.44	
				23875-003	3/3/2021	JCSD WATER CHARGES	226.72	
				25472-003	3/3/2021	JCSD WATER CHARGES	113.98	
				23342-003	3/3/2021	JCSD WATER CHARGES	77.62	
				28035-003	3/3/2021	9801 FAIRFOR (IRR)	60.66	
				21933-002	3/3/2021	JCSD WATER CHARGES	60.66	
				40163-003	3/3/2021	IRR WATER CHARGES	60.66	
				23343-002	3/3/2021	JCSD WATER CHARGES	60.66	1,298.84
14710	3/11/2021	01369	MCE CORPORATION	2102005	3/1/2021	FEB 2021 MAINT SVCS	55,316.38	
	Voucher:			2102013	3/1/2021	FEB 2021 VARIOUS CALL OU	1,151.78	56,468.16

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14711	3/11/2021	00848	MOBILE MODULAR STORAGE	300408994	2/20/2021	MAR 2021 STORAGE CONT. #	125.10	125.10
Voucher:								
14712	3/11/2021	02396	ONYX PAVING COMPANY INC	21/027	1/20/2021	JAN 2021 PEDLEY RD. IMPRC	395,904.80	395,904.80
Voucher:								
14713	3/11/2021	02652	ORTIZ, ROBERTO	Leap-2020#28	11/18/2020	APP. #28 LEAP 2020 GRANT	3,500.00	3,500.00
Voucher:						VOID - reissued		
14714	3/11/2021	00185	REGIONAL CONSERVATION A	022821	3/8/2021	FEB 2021 MSHCP FEES	182,268.02	182,268.02
Voucher:								
14715	3/11/2021	02670	RUSS MARTLARO ROOFING	030221	3/2/2021	ROOF FOR CITY HALL	30,444.00	
Voucher:				030521	3/5/2021	ROOF FOR CITY HALL	1,075.00	31,519.00
14716	3/11/2021	02667	TEJADA, LUIS	B20-001186	3/9/2021	B20-001186 BLDG REIMB 397	2,378.55	2,378.55
Voucher:								
14717	3/11/2021	02671	TEMECULA HARLEY-DAVIDSC	316917	2/9/2021	NEW TIRE INSTALL & BALANC	377.43	377.43
Voucher:								
14718	3/11/2021	00100	THE GAS COMPANY	030521	3/5/2021	FEB 2021 GAS SVCS	353.82	353.82
Voucher:								
14719	3/11/2021	01733	UNIFIRST CORPORATION	3251622003	1/4/2021	JAN 2021 UNIFORM CLEANIN	63.40	
Voucher:				3251619530	12/28/2020	DEC 2020 UNIFORM CLEANIN	60.79	
				3251634255	2/8/2021	FEB 2021 UNIFORM CLEANIN	60.79	
				3251636678	2/15/2021	FEB 2021 UNIFORM CLEANIN	60.79	
				3251639077	2/22/2021	FEB 2021 UNIFORM CLEANIN	60.79	
				3251624517	1/11/2021	JAN 2021 UNIFORM CLEANIN	60.79	
				3251627003	1/18/2021	JAN 2021 UNIFORM CLEANIN	60.79	
				3251629444	1/25/2021	JAN 2021 UNIFORM CLEANIN	60.79	
				3251631845	2/1/2021	FEB 2021 UNIFORM CLEANIN	5.73	494.66
14720	3/11/2021	01251	WEX BANK	70547881	2/28/2021	FEB 2021 WEX FUEL & SVCS	2,052.74	2,052.74
Voucher:								
14721	3/11/2021	02142	WL BUTLER CONSTRUCTION	B20-000734-CD\	3/9/2021	B20-000734 BLDG REIMB 116(	2,000.00	
Voucher:				B20-000734	3/9/2021	B20-000734 BLDG REIMB 116(	92.95	2,092.95

Sub total for CHASE BANK: 3,149,455.59

<3,500.00>

<144,759.25>

3,001,196.34

40 checks in this report.

Grand Total All Checks: 3,149,455.59

Void Checks

Bank code: chase

(none)

Summary Documents

Document #: 154498 **Posting #:** 6547 **Date:** 03/11/21
Reference: 250
Description: disb - FUND 250 SUMMARY
Post into: 09/2021

Account Number	Description	Amount
B 250.11111	Automatic Summary	3,500.00 DB

Balance Sheet Totals: 3,500.00 DB CR Difference:

Document #: 154499 **Posting #:** 6547 **Date:** 03/11/21
Reference: 901
Description: disb - FUND 901 SUMMARY
Post into: 09/2021

Account Number	Description	Amount
B 901.11111	Automatic Summary	148,259.25 DB
B 901.30900	Automatic Summary	148,259.25 CR

Balance Sheet Totals: 148,259.25 DB 148,259.25 CR Difference: 0.00

Document #: 154501 **Posting #:** 6547 **Date:** 03/11/21
Reference: 100
Description: disb - FUND 100 SUMMARY
Post into: 09/2021

Account Number	Description	Amount
B 100.11111	Automatic Summary	144,759.25 DB

Balance Sheet Totals: 144,759.25 DB CR Difference:

S* = Automatic Summary

Void Check Posting List

City of Jurupa Valley

Balance Sheet Fund Totals

Fund		Debits	Credits	Difference
100	General Fund	144,759.25	144,759.25	0.00
250	CDBG-CV	3,500.00	3,500.00	0.00
901	Cash Fund	148,259.25	148,259.25	0.00

S* = Automatic Summary

Errors / Warnings

Documents with errors : 0
Documents with warnings : 0

Bank : chase CHASE BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14722	3/18/2021	02632	AMERITAS LIFE INSURANCE C	D-033121	3/17/2021	MAR 2021 DENTAL	1,311.21	
	Voucher:			V-033121	3/17/2021	MAR 2021 VISION	396.44	1,707.65
14723	3/18/2021	01682	AUTOMATED GATE SERVICES	202885	3/5/2021	CITY HALL EMPLOYEE GATE	158.00	158.00
	Voucher:							
14724	3/18/2021	01366	CALIFORNIA NEWSPAPERS P	0011436379	1/13/2021	PLANNING COMMISSION HE/	773.50	
	Voucher:			0011438717	1/26/2021	PLANNING COMM. HEARING	465.50	1,239.00
14725	3/18/2021	02393	CHARTER COMMUNICATIONS	1028733031021	3/10/2021	MAR 2021 BUSINESS TV	59.25	59.25
	Voucher:							
14726	3/18/2021	00049	COUNTY OF RIVERSIDE, SHE	SH0000038595	2/26/2021	12/13/20-01/13/21 POLICE SV(	1,331,488.65	1,331,488.65
	Voucher:							
14727	3/18/2021	01360	COUNTY OF RIVERSIDE, SHE	SH0000038613	3/3/2021	JAN 2021 S.A. EXAMS	2,400.00	2,400.00
	Voucher:							
14728	3/18/2021	01360	COUNTY OF RIVERSIDE, SHE	SH0000038611	3/3/2021	JAN 2021 EXTRA DUTY- CITY	457.74	457.74
	Voucher:							
14729	3/18/2021	00015	EDISON - SOUTHERN CALIFO	2-42-456-0373	3/10/2021	TRAFFIC SIGNAL ELECTRIC	82.41	
	Voucher:			2-42-815-6905	3/10/2021	TRAFFIC SIGNAL CHARGES	77.69	
				2-35-433-9533	3/10/2021	STREET LIGHT ELECTRIC	70.07	
				2-38-507-9140	3/20/2021	PUMP STATION ELECTRIC	40.33	
				2-38-507-9033	3/20/2021	PUMP STATION ELECTRIC	32.85	
				2-39-935-7235	3/10/2021	SIGNAL LIGHT ELECTRIC CH/	22.42	
				2-38-508-0296	3/20/2021	PUMP STATION ELECTRIC	18.45	
				2-38-508-0510	3/20/2021	STREET LIGHT ELECTRIC	17.12	
				2-38-508-0064	3/20/2021	PUMP STATION ELECTRIC	16.02	
				2-38-507-8951	3/20/2021	PUMP STATION ELECTRIC	15.73	
				2-38-507-9736	3/20/2021	PUMP STATION ELECTRIC	15.58	
				2-38-983-2460	3/10/2021	STREET LIGHT ELECTRIC	14.94	
				2-38-507-8829	3/20/2021	STREET LIGHT ELECTRIC	14.78	
				2-38-508-0486	3/20/2021	PUMP STATION ELECTRIC	14.75	
				2-38-507-8886	3/20/2021	STREET LIGHT ELECTRIC	14.64	
				2-38-508-0692	3/20/2021	STREET LIGHT ELECTRIC	14.63	
				2-38-507-8720	3/20/2021	STREET LIGHT ELECTRIC	14.60	
				2-38-507-8662	3/10/2021	STREET LIGHT ELECTRIC	14.48	
				2-38-507-8696	3/10/2021	STREET LIGHT ELECTRIC	14.46	
				2-38-507-9793	3/20/2021	STREET LIGHT ELECTRIC	13.71	539.66

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14730	3/18/2021	00015	EDISON - SOUTHERN CALIFO	2-38-499-7185	3/10/2021	STREET LIGHT ELECTRIC	1,179.40	
	Voucher:			2-33-840-4775	3/10/2021	STREET LIGHT ELECTRIC	585.95	
				2-42-815-6756	3/10/2021	CFD TRAFFIC SIGNAL ELECT	87.45	
				2-40-914-7931	3/10/2021	LLMD ELECTRIC CHARGES	17.01	
				2-40-914-8079	3/10/2021	LLMD ELECTRIC CHARGES	16.61	
				2-42-016-9609	3/10/2021	CFD IRR ELECTRICAL CHARC	16.14	
				2-40-534-6651	3/10/2021	STREET LIGHT ELECTRIC	14.94	
				2-40-617-0027	3/10/2021	STREET LIGHT ELECTRIC	14.80	1,932.30
14731	3/18/2021	00015	EDISON - SOUTHERN CALIFO	2-42-223-8170	3/10/2021	STREET LIGHT ELECTRIC (H/	76.17	
	Voucher:			2-39-859-7088	3/10/2021	SIGNAL LIGHT ELECTRIC CH/	67.85	
				2-41-364-1192	3/10/2021	STREET LIGHT ELECTRIC	60.85	
				2-41-364-0756	3/10/2021	STREET LIGHT ELECTRIC	40.39	
				2-38-707-4222	3/20/2021	STREET LIGHT ELECTRIC	21.68	
				2-38-506-3094	3/10/2021	STREET LIGHT ELECTRIC	20.94	
				2-35-433-9731	3/10/2021	PUMP STATION ELECTRIC	17.13	
				2-38-507-8548	3/10/2021	STREET LIGHT ELECTRIC	16.60	
				2-38-507-8365	3/10/2021	STREET LIGHT ELECTRIC	16.14	
				2-42-245-7010	3/10/2021	SHOPS @ BELLEGRAVE CFD	15.71	
				2-38-507-8308	3/10/2021	PUMP STATION ELECTRIC	15.69	
				2-38-507-8514	3/10/2021	STREET LIGHT ELECTRIC	15.69	
				2-38-507-8571	3/10/2021	STREET LIGHT ELECTRIC	15.69	
				2-38-507-8217	3/10/2021	PUMP STATION ELECTRIC	15.68	
				2-38-507-8258	3/10/2021	PUMP STATION ELECTRIC	15.54	
				2-38-507-8324	3/10/2021	PUMP STATION ELECTRIC	15.54	
				2-38-507-8613	3/10/2021	STREET LIGHT ELECTRIC	14.62	
				2-42-223-8261	3/10/2021	STREET LIGHT ELECTRIC (H/	14.07	475.98
14732	3/18/2021	01236	HD SUPPLY CONSTRUCTION.	50015122225	2/23/2021	PET WASTE STATION BAGS 2	323.25	323.25
	Voucher:							
14733	3/18/2021	00890	INTELESYS ONE	96744	2/3/2021	SHORTELL PHONE SVCS	384.00	
	Voucher:			96813	3/4/2021	SHORTELL PHONE SVCS	128.00	512.00
14734	3/18/2021	00051	JOE A. GONSALVES & SON	158889	3/16/2021	APR 2021 LEGISLATIVE SVCS	3,000.00	3,000.00
	Voucher:							
14735	3/18/2021	02703	JRC HOUSING, INC.	445	3/8/2021	COMPLETED HOME REHAB F	10,000.00	10,000.00
	Voucher:							

Bank : chase CHASE BANK (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
14736	3/18/2021	00017	JURUPA VALLEY CHAMBER O	022721	2/27/2021	FY20/21 GRANT PAYMENT	20,000.00	20,000.00
Voucher:								
14737	3/18/2021	00244	LOWE'S HIW, INC	030221	3/2/2021	FEB 2021 PW SUPPLIES	228.62	228.62
Voucher:								
14738	3/18/2021	00848	MOBILE MODULAR STORAGE	300411981	2/25/2021	MAR 2021 STORAGE CONT#7	243.52	
Voucher:				300415497	3/3/2021	MAR 2021 STORAGE CONT#7	104.85	348.37
14739	3/18/2021	01517	OFFICE DEPOT, INC	160679116001	3/3/2021	OFFICE SUPPLIES	299.98	
Voucher:				159566538001	2/24/2021	OFFICE SUPPLIES	93.82	
				157630058001	2/22/2021	OFFICE SUPPLIES	73.55	
				160681158001	3/3/2021	OFFICE SUPPLIES	48.48	515.83
14740	3/18/2021	02396	ONYX PAVING COMPANY INC	21/073	2/23/2021	FEB 2021 PEDLEY RD. IMPRC	363,193.94	363,193.94
Voucher:								
14741	3/18/2021	02078	PATH OF LIFE MINISTRIES	Qtr3 Jan 21	2/10/2021	JAN 2021 (CDBG-CV) PSG AC	55,062.34	
Voucher:				Claim 5	1/31/2021	JAN 2021 PSG ACTIVITIES PA	6,021.24	61,083.58
14742	3/18/2021	02634	RAMBOLL US CONSULTING IN	1690069336	2/26/2021	JAN 2021 CS20002 AMCP REV	15,759.38	15,759.38
Voucher:								
14743	3/18/2021	02690	RICH, LORI	031121	3/17/2021	REIMB FOR OVER PYMT. BUS	30.00	30.00
Voucher:								
14744	3/18/2021	01516	SANTA FE BUILDING MAINTEN	19540	2/28/2021	FEB 2021 CITY HALL MAINT	3,799.32	
Voucher:				19557	2/28/2021	COVID-19 FEB 2021 CITY HAL	2,478.00	6,277.32
14745	3/18/2021	02391	STURGEON ELECTRIC CO, IN	630969	11/20/2020	17-C.2 TRAFFIC SIGNAL MOD	6,438.43	6,438.43
Voucher:								
14746	3/18/2021	02380	SWAGIT PRODUCTIONS, LLC	17251	2/28/2021	FEB 2021 VIDEO STREAMING	1,695.00	1,695.00
Voucher:								
14747	3/18/2021	00370	T&B PLANNING, INC	21-7331	2/21/2021	CS19001 JAN 2021 TASK 9,12	3,151.25	3,151.25
Voucher:								
14748	3/18/2021	02691	T.E. ROBERTS, INC.	031721	3/17/2021	REIMB OF BUSINESS REG. D	49.00	49.00
Voucher:								
14749	3/18/2021	00100	THE GAS COMPANY	030821	3/8/2021	FEB 2021 GAS SVCS-JV BOXI	123.88	123.88
Voucher:								
14750	3/18/2021	01883	TRAFFIC MANAGEMENT INC.	711132	2/28/2021	SQUARE POST	794.30	794.30
Voucher:								
14751	3/18/2021	02057	WEST VALLEY WATER DISTRI	030921	3/9/2021	FEB 2021 1090 HALL	52.95	52.95
Voucher:								

Sub total for CHASE BANK: 1,834,035.33

30 checks in this report.

Grand Total All Checks: 1,834,035.33

Void Check Posting List

City of Jurupa Valley

Document #: 154497 **Void Date:** 03/11/2021 **Posting #:** 6547 **Group:** rosiec
Check #: 14394 **Bank code:** chase **Check Date:** 12/18/20
Vendor: 02652 ORTIZ, ROBERTO
Post into: 09/2021 **Check amount:** 3,500.00

CK# 14394 $3,500.00 12/18/20

Doc Source		Account Number	Description	Amount	
disb		B 250.21110	Accounts Payable	3,500.00	CR
disb	S*	B 250.11111	Cash & Investments	3,500.00	DB
disb	S*	B 901.11111	Cash & Investments	3,500.00	DB
disb	S*	B 901.30900	Control Cash Balance	3,500.00	CR

Balance Sheet Totals: 7,000.00 DB 7,000.00 CR Difference: 0.00

Document #: 154500 **Void Date:** 03/11/2021 **Posting #:** 6547 **Group:** berlync
Check #: 14595 **Bank code:** chase **Check Date:** 02/11/21
Vendor: 00196 CIVIC SOLUTIONS, INC
Post into: 09/2021 **Check amount:** 144,759.25

CK# 14595 $144,759.25 2/11/21

Doc Source		Account Number	Description	Amount	
disb		B 100.21110	Accounts Payable	144,759.25	CR
disb	S*	B 100.11111	Cash & Investments	144,759.25	DB
disb	S*	B 901.11111	Cash & Investments	144,759.25	DB
disb	S*	B 901.30900	Control Cash Balance	144,759.25	CR

Balance Sheet Totals: 289,518.50 DB 289,518.50 CR Difference: 0.00

S* = Automatic Summary

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 03/05/21: $3,379.16

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	3,379.16
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	**3,379.16**
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	5,825.00
CASH REQUIRED FOR CHECK DATE 03/05/21	9,204.16

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex **at or after 12:01 A.M.** on transaction date.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
03/04/21	JPMORGAN CHASE BANK,	xxxxx8176	Direct Deposit	Net Pay Allocations	2,791.87	2,791.87
					EFT FOR 03/04/21	**2,791.87**
03/05/21	JPMORGAN CHASE BANK,	xxxxx8176	Taxpay®	Employee Withholdings		
				Medicare	99.06	
				Fed Income Tax	27.08	
				CA Disability	81.99	
				Total Withholdings	**208.13**	
				Employer Liabilities		
				Medicare	99.06	
				CA Unemploy	273.27	
				CA Emp Train	6.83	
				Total Liabilities	**379.16**	587.29
					EFT FOR 03/05/21	**587.29**
					TOTAL EFT	**3,379.16**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
03/05/21	Refer to your records for account Information		Payroll	Employee Deductions		
				457b EE Pretax	3,662.42	
				EE Post-Tax Other In	169.44	
				EE Pretax FSA	229.16	
				EE Pretax Other Ins	497.67	
				TO-PIA DEN EE PRE	271.48	
				TO-PIA MED EE PRE	769.83	
				Total Deductions	**5,600.00**	

0079 A790-3990 City Of Jurupa Valley

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 03/10/21: $130,301.81

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	130,301.81
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	**130,301.81**
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	39,267.21
CASH REQUIRED FOR CHECK DATE 03/10/21	169,569.02

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex* ***at or after 12:01 A.M.*** *on transaction date.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
03/09/21	JPMORGAN CHASE BANK,	xxxxx8176	Direct Deposit	Net Pay Allocations	98,097.82	98,097.82
					EFT FOR 03/09/21	**98,097.82**
03/10/21	JPMORGAN CHASE BANK,	xxxxx8176	Taxpay®	Employee Withholdings		
				Medicare	2,012.54	
				Fed Income Tax	18,047.12	
				CA Income Tax	8,416.57	
				CA Disability	1,665.53	
				Total Withholdings	**30,141.76**	
				Employer Liabilities		
				Medicare	2,012.59	
				CA Unemploy	48.43	
				CA Emp Train	1.21	
				Total Liabilities	**2,062.23**	32,203.99
					EFT FOR 03/10/21	**32,203.99**
					TOTAL EFT	**130,301.81**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
03/10/21	Refer to your records for account Information		Payroll	Employee Deductions		
				401A Contributions	851.04	
				401a EE Pretax	5,795.35	
				457b EE Catch Up	400.00	
				457b EE Pretax	1,950.00	
				EE Post-Tax Other In	1,762.00	
				EE Pretax FSA	80.77	
				EE Pretax Other Ins	843.47	

0079 A790-3990 City Of Jurupa Valley

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 03/24/21: $107,941.39

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	107,941.39
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	**107,941.39**
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	18,745.15
CASH REQUIRED FOR CHECK DATE 03/24/21	126,686.54

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex* ***at or after 12:01 A.M.*** *on transaction date.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
03/23/21	JPMORGAN CHASE BANK,	xxxxxx176	Direct Deposit	Net Pay Allocations	83,870.01	83,870.01
					EFT FOR 03/23/21	**83,870.01**
03/24/21	JPMORGAN CHASE BANK,	xxxxxx176	Taxpay®	Employee Withholdings		
				Medicare	1,689.66	
				Fed Income Tax	13,119.92	
				CA Income Tax	6,125.49	
				CA Disability	1,398.33	
				Total Withholdings	**22,333.40**	
				Employer Liabilities		
				Medicare	1,689.65	
				CA Unemploy	47.15	
				CA Emp Train	1.18	
				Total Liabilities	**1,737.98**	**24,071.38**
					EFT FOR 03/24/21	**24,071.38**
					TOTAL EFT	**107,941.39**

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
03/24/21	Refer to your records for account Information		Payroll	Employee Deductions		
				401A Contributions	851.04	
				401a EE Pretax	7,279.95	
				457b EE Catch Up	400.00	
				457b EE Pretax	1,950.00	
				EE Pretax FSA	80.77	
				Med FSA EE Pretax	65.38	
				Total Deductions	**10,627.14**	

CHASE ink

Manage your account online at : www.chase.com/cardhelp

Customer Service: 1-800-945-2028

Mobile: Download the Chase Mobile® app today

February 2021						
S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6
7	8	9	10	11	12	13

New Balance
$9,670.97
Minimum Payment Due
$1,934.00
Payment Due Date
02/15/21

RECEIVED
JAN 26 2021
CITY OF JURUPA VALLEY

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

Account Number: [redacted]5666

Previous Balance	$9,520.89
Payment, Credits	-$9,983.03
Purchases	+$10,133.11
Cash Advances	$0.00
Balance Transfers	$0.00
Fees Charged	$0.00
Interest Charged	$0.00
New Balance	**$9,670.97**
Opening/Closing Date	12/22/20 - 01/21/21
Credit Limit	$25,000
Available Credit	$15,329
Cash Access Line	$1,250
Available for Cash	$1,250
Past Due Amount	**$0.00**
Balance over the Credit Limit	**$0.00**

RECEIVED
JAN 26 2021
CITY OF JURUPA VALLEY

CHASE ink

Manage your account online at : www.chase.com/cardhelp

Customer Service: 1-800-945-2028

Mobile: Download the Chase Mobile® app today

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	$ Amount
12/24	APPLE.COM/BILL 866-712-7753 CA Monthly Membership	9.99
12/26	Amazon Prime*X50XF5OH3 Amzn.com/bill WA Monthly Membership	14.00
12/29	APPLE.COM/BILL 866-712-7753 CA Monthly Membership	2.99
01/01	ZOOM.US 888-799-9666 WWW.ZOOM.US CA COVID - Monthly Membership	199.90
01/15	AMZN Mktp US*2C1BI3CE3 Amzn.com/bill WA Fire Escape Ladder	228.00
01/19	Amazon.com*TE32W24R3 Amzn.com/bill WA Office Supplies	462.14
01/19	BESTBUYCOM806415205227 888-BESTBUY MN Office Supplies	452.51
01/19	BEST BUY 00007757 MIRA LOMA CA Office Supplies	95.88
	TERRI ROLLINGS	
	TRANSACTIONS THIS CYCLE (CARD 4916) $1465.41	
12/23	USPS PO 0565550509 RIVERSIDE CA Certified Mail	9.75
	VICTORIA WASKO	
	TRANSACTIONS THIS CYCLE (CARD 4932) $9.75	
01/11	Payment Thank You - Web	-9,520.89
01/14	AMZN Mktp US Amzn.com/bill WA Refund - Office Supplies	-462.14
12/27	COVIDCLINIC.ORG COVIDCLINIC.O CA COVID - Staff Testing	300.00
12/28	OPC CA ENGINEERS BOARD 800-4874567 AL License Renewal Conv. Fee	1.00
12/28	ENGINEERS BD 916-5747111 CA License Renewal	115.00
12/30	AZAR DISPLAYS 800-959-1295 NJ Protective Sheilds	2,031.99
01/02	MSFT * E0700D8BG5 MSBILL.INFO WA User Licenses	85.75
01/04	COVIDCLINIC.ORG COVIDCLINIC.O CA COVID - Staff Testing	185.00
01/05	FEDEX OFFIC17000017038 RIVERSIDE CA Poster Board for Council Chamb.	487.02
01/07	COVIDCLINIC.ORG COVIDCLINIC.O CA COVID - Staff Testing	185.00
01/10	AMZN Mktp US*MR87247F3 Amzn.com/bill WA Office Supplies	621.56
01/19	SPOTLESS EXPRESS CAR WASH 951-934-3959 CA Monthly Membership	270.00
	CONSUELO L CARDENAS	
	TRANSACTIONS THIS CYCLE (CARD 5666) $5700.71- INCLUDING PAYMENTS RECEIVED	
12/29	INT'L CODE COUNCIL INC 888-422-7233 IL ATC-201 Field Manuel	561.38
12/31	LOWES #02330* MIRA LOMA CA Inspection Tools	89.22
01/03	AMZN Mktp US*M15IB5WA3 Amzn.com/bill WA Equipment for Code Enf.	458.64
01/03	Amazon.com*2W8MJ18C1 Amzn.com/bill WA Equipment for Code Enf.	1,048.83
01/04	AMZN Mktp US*0E2NI5DD3 Amzn.com/bill WA Equipment for Code Enf.	102.56
01/07	IN *GOGOV, INC. 925-4564468 NY Software	2,100.00
01/19	CALIFORNIA BUILDING OFF. 916-457-1103 CA Training Class for Building Insp.	15.00
	KEITH CLARKE	
	TRANSACTIONS THIS CYCLE (CARD 5035) $4375.63	

2021 Totals Year-to-Date

Total fees charged in 2021	$0.00
Total interest charged in 2021	$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

City of Jurupa Valley

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **PAUL TOOR, DIRECTOR OF PUBLIC WORKS**

SUBJECT: **AGENDA ITEM NO. 14.C**

REDUCTION OF IMPROVEMENT BONDS AND INITIATION OF ONE-YEAR WARRANTY PERIOD FOR PUBLIC IMPROVEMENTS ON PARCEL MAP 37125 BOUNDED BY VAN BUREN BOULEVARD ON THE NORTH, ETIWANDA AVENUE ON THE EAST, RIVERSIDE DRIVE ON THE SOUTH, AND DAY CREEK CHANNEL (PILOT TRAVEL CENTERS, LLC)

RECOMMENDATION

It is recommended that the City Council:

1. Authorize the City Manager to record the Notice of Completion; and
2. Authorize the City Engineer to reduce the Performance Bond and Material and Labor Bond for the street improvements to start the one-year warranty period; after which the City Engineer may fully release the bond; and
3. Authorize the City Engineer to release the cash deposit for the Monument Bond 90 days after the recordation of the Notice of Completion unless the City receives a stop notice or other lien.

BACKGROUND

Tract Map 37125, also known as Pilot Flying J, was approved by the City Council at the regular meeting held on August 1, 2019. The Parcel Map provides for the development of a shopping center and all associated road and utility improvements on a 11.95 acre site bounded by Van Buren Boulevard on the north, Etiwanda Avenue on the east, Riverside Drive on the south, and Day Creek Channel on the west. Prior to recording the Parcel Map, Improvement Agreements were executed and bonds were provided by the developer to secure required improvements.

ANALYSIS

The developer, Pilot Travel Centers, LLC completed construction of the required improvements for Parcel Map 37125. Staff inspected the improvements for compliance with the approved plans, adopted conditions of approval, the City's Standard Plans and Specifications, and the Municipal Code. All improvements have been constructed and completed to the satisfaction of the City Engineer. The developer is ready to start the one-year warranty period and has requested the improvement bond be reduced to 10% during the warranty period.

All monuments identified on the map are confirmed.

OTHER INFORMATION

Previous Actions:

- City Council meeting of August 1, 2019: City Council approved Parcel Map 37125, agreements, and accepted offers of dedication, and improvements bonds.

FISCAL IMPACT

The Public Works Department will maintain the public improvements on the streets dedicated to the City and accepted on the map for Tract 37125. Maintenance of the public streets is primarily funded with Gas Tax (revenue from State gas tax).

ALTERNATIVES

1. Take no action.

2. Provide alternative direction to staff.

********** SIGNATURES ON FOLLOWING PAGE **********

Reviewed by:

Paul Toor
Director of Public Works

Submitted by:

Rod Butler
City Manager

Prepared by:

Tina M. York, PE
Development Services Manager

Reviewed by:

Michael Flad
Assistant City Manager

Approved as to form by:

Peter M. Thorson
City Attorney

Reviewed by:

Connie Cardenas
Director of Administrative Services

Attachments:

1. Exhibit #1 Parcel Map 37125

RECORDING REQUESTED

BY AND WHEN RECORDED MAIL TO:

City Clerk
City of Jurupa Valley
8930 Limonite Avenue
Jurupa Valley, CA 92509

EXEMPT FROM RECORDING FEE PER GOVT. CODE § 6103

Notice of Completion

RECORDING REQUESTED BY

City of Jurupa Valley

AND WHEN RECORDED RETURN TO:

CITY CLERK
City of Jurupa Valley
8930 Limonite Avenue
Jurupa Valley CA, 92509

NOTICE OF COMPLETION

(Civil Code 9204 – Public Works)

NOTICE IS HEREBY GIVEN by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed as follows:

Project title or description of work: Parcel Map 37125 Pilot Flying J

Date of completion: March 11, 2021

Nature of owner: *City/Public Entity*

Interest or estate of owner: *City of Jurupa Valley as public right-of-way*

Address of owner: *8930 Limonite Avenue*
Jurupa Valley, CA 92509

Name of contractor: Pilot Travel Centers, LLC

Street address or legal description of site: Parcel Map 37125 (Pilot Flying J) Book 247 Pages 42 - 44

Signature of Owner:

Rod B. Butler, City Manager
City of Jurupa Valley

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the *City Manager* of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and the facts stated therein are true and correct.

Executed at Jurupa Valley, California on this 1st day of April, 2021.

By: Attest:

Rod B. Butler, City Manager *Victoria Wasko, City Clerk*

247/42

2019-0356269

ORIGINAL

NUMBER OF PARCELS: 1
LETTERED LOTS: 2
GROSS ACREAGE: 11.92 AC
NET ACREAGE: 11.46 AC

IN THE CITY OF JURUPA VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

PARCEL MAP NO. 37125

BEING A SUBDIVISION OF LOTS 21 THROUGH 26, INCLUSIVE, PORTIONS OF LOTS F, 20, 27,28 AND 51 THROUGH 58, INCLUSIVE, OF THE HOOVER TRACT, AS PER MAP RECORDED IN BOOK 17, PAGE 56, OF MAPS, TOGETHER WITH THOSE PORTIONS OF LOTS 3, 6, 11, 14 AND THE SOUTH HALF OF A 40 FOOT ROAD OF THE MAP OF THE WEST COAST DEVELOPMENT COMPANY'S SUBDIVISION, AS PER MAP RECORDED IN BOOK 8, PAGE 60, OF MAPS, BOTH FILED IN THE OFFICE OF THE COUNTY RECORDER OF RIVERSIDE COUNTY.

KIMLEY-HORN AND ASSOCIATES, INC *JANUARY 2019*

SHEET 1 OF 3 SHEETS

RECORDERS STATEMENT

FILED THIS 12 DAY OF September 2019
AT 11:14 A.M. IN BOOK 247 OF PARCEL MAPS IN PAGES 42-44
AT THE REQUEST OF THE CLERK OF THE CITY OF JURUPA VALLEY.
NO. 2019-0356269
FEE $ 13.00

PETER ALDANA
COUNTY ASSESSOR–CLERK RECORDER
BY Maria V Sul
DEPUTY

SUBDIVISION GUARANTEE:
CHICAGO TITLE COMPANY

OWNERSHIP CERTIFICATE:

WE HEREBY STATE THAT WE ARE THE OWNERS OF THE LAND INCLUDED WITHIN THE SUBDIVISION SHOWN HEREON; THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID LAND; THAT WE CONSENT TO THE MAKING AND RECORDING OF THIS SUBDIVISION MAP AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED FOR PUBLIC PURPOSES:
LOTS "A" AND "B". THE DEDICATION IS FOR STREET AND PUBLIC UTILITY PURPOSES.

WE HEREBY DEDICATE ABUTTERS RIGHTS OF ACCESS ALONG VAN BUREN BOULEVARD. THE OWNERS OF PARCEL 1 ABUTTING THIS HIGHWAY AND DURING SUCH TIME WILL HAVE NO RIGHT OF ACCESS, EXCEPT THE GENERAL EASEMENT OF TRAVEL. ANY CHANGE IN ALIGNMENT OR WIDTH THAT RESULTS IN THE VACATION THEREOF SHALL TERMINATE THIS CONDITION OF ACCESS RIGHTS AS TO THE PART VACATED.

WE ALSO HEREBY DEDICATE TO PUBLIC USE THE "PEDESTRIAN ACCESS" EASEMENT AS SHOWN HEREON.

GREENS INV 6, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY

BY: GREENS DEVELOPMENT, INC., A CALIFORNIA CORPORATION,
ITS MANAGER

BY: _____
ASHUTOSH S. KADAKIA
ITS CHIEF FINANCIAL OFFICER

LENDER:

BOKF, NA DBA BANK OF OKLAHOMA, LENDER UNDER MORTGAGE DATED NOVEMBER 28, 2018 AND RECORDED NOVEMBER 29, 2018 AS INSTRUMENT NO. 2018-0466954, OFFICIAL RECORDS.

BY: Lou Mobley

Lou Mobley, Vice-President
PRINT NAME

NOTARY ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF California)
COUNTY OF Orange) SS

ON 6/6/19 BEFORE ME Rhonda J. Castillo NOTARY PUBLIC, PERSONALLY APPEARED Ashutosh Kadakia, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND
Rhonda J. Castillo
SIGNATURE
Rhonda J. Castillo
PRINT NAME
MY COMMISSION NUMBER #2115252
MY COMMISSION EXPIRES June 13, 2019
MY PRINCIPAL PLACE OF BUSINESS IS Orange COUNTY.

NOTARY ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF Oklahoma)
COUNTY OF Oklahoma) SS

ON 6/10/19 BEFORE ME Susan M. Vaughan NOTARY PUBLIC, PERSONALLY APPEARED Lou Mobley, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND
Susan M. Vaughan
SIGNATURE
Susan M. Vaughan
PRINT NAME
MY COMMISSION NUMBER #01011300
MY COMMISSION EXPIRES 8-12-2021
MY PRINCIPAL PLACE OF BUSINESS IS Oklahoma COUNTY.

ABANDONMENT NOTE:

PURSUANT TO SECTIONS 66434 AND 66499.20.2 OF THE SUBDIVISION MAP ACT, THE APPROVAL AND RECORDATION OF THIS PARCEL MAP CONSTITUTES ABANDONMENT OF THE FOLLOWING:

THAT PORTION OF AN EASEMENT FOR PUBLIC STREET OVER LOT F, KNOWN AS HASTINGS BOULEVARD, PER MAP OF THE HOOVER TRACT RECORDED IN BOOK 17, PAGE 56 OF MAPS, WITHIN THE BOUNDARY OF THIS PARCEL MAP.

SURVEYOR'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF BRANDON PARKS IN MARCH 2018. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR WILL BE IN ACCORDANCE WITH THE TERMS OF THE MONUMENT AGREEMENT FOR THE MAP, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE PARCEL MAP, IF ANY.

6/4/19
MICHAEL J. KNAPTON, L.S. 8012, EXPIRES 12/31/2020

LICENSED LAND SURVEYOR
MICHAEL J. KNAPTON
No. 8012
STATE OF CALIFORNIA

CITY ENGINEER'S STATEMENT:

THIS MAP CONFORMS TO THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES. I HEREBY STATE THAT THIS MAP HAS BEEN EXAMINED BY ME OR UNDER MY SUPERVISION AND FOUND TO BE SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP OF PARCEL MAP 37125 AS FILED, AMENDED AND APPROVED BY THE CITY COUNCIL ON DECEMBER 20, 2018, THE EXPIRATION DATE BEING DECEMBER 20 , 2020, AND THAT I AM SATISFIED THIS MAP IS TECHNICALLY CORRECT.

DATE: 7/22/19 , 20___

MICHAEL MYERS, R.C.E. 30702
CITY SURVEYOR

LICENSED PROFESSIONAL ENGINEER
MICHAEL D. MYERS
No. 30702
Exp 3/31/20
CIVIL
STATE OF CALIFORNIA

CITY COUNCIL'S STATEMENT:

THE CITY OF JURUPA VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, BY ITS CITY COUNCIL, HEREBY APPROVES THE PARCEL MAP AND ACCEPTS THE DEDICATION OF LOTS A AND B SHOWN HEREON FOR PUBLIC STREET AND PUBLIC UTILITY PURPOSES. THE COUNCIL DECLARES THAT THE ACCEPTANCE OF THE OFFER IS TO VEST TITLE IN THE CITY ON BEHALF OF THE PUBLIC FOR SAID PURPOSES BUT THAT SAID STREET SHALL NOT BECOME PART OF THE CITY MAINTAINED STREET SYSTEM UNTIL ACCEPTED BY RESOLUTION OF THIS COUNCIL ADOPTED PURSUANT TO SECTION 1806 OF THE STREETS AND HIGHWAYS CODE.

FOR STREET AND PUBLIC UTILITY PURPOSES LOT "A" (RIVERSIDE DRIVE) AND LOT "B" (ETIWANDA AVENUE).

THE EASEMENT FOR "PEDESTRIAN ACCESS" PURPOSES IS HEREBY ACCEPTED, SUBJECT TO IMPROVEMENTS.

DATE: 8/1/19 , 20___

CITY OF JURUPA VALLEY, STATE OF CALIFORNIA

ATTEST:
for CITY CLERK

BY: _____
BRIAN BERKSON, MAYOR

BY: _____
VICTORIA WASKO, CITY CLERK

TAX BOND CERTIFICATE

I HEREBY CERTIFY THAT A BOND IN THE SUM OF $36,200.00 HAS BEEN EXECUTED AND FILED WITH THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE, CALIFORNIA CONDITIONED UPON THE PAYMENT OF ALL TAXES, STATE, COUNTY, MUNICIPAL, OR LOCAL, AND ALL SPECIAL ASSESSMENTS COLLECTED AS TAXES, WHICH AT THE TIME OF FILING OF THIS MAP WITH THE COUNTY RECORDER ARE A LIEN AGAINST SAID PROPERTY BUT NOT YET PAYABLE AND SAID BOND HAS BEEN DULY APPROVED BY SAID BOARD OF SUPERVISORS.

DATE: June 25 , 20 19

CASH OR SURETY TAX BOND
JON CHRISTENSEN, COUNTY TAX COLLECTOR
BY: Theresa Kathard, DEPUTY

TAX COLLECTOR'S CERTIFICATE

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THIS OFFICE, AS OF THIS DATE, THERE ARE NO LIENS AGAINST THE PROPERTY SHOWN ON THE WITHIN MAP FOR UNPAID STATE, COUNTY, MUNICIPAL, OR LOCAL TAXES, OR SPECIAL ASSESSMENTS COLLECTED AS TAXES EXCEPT TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES NOW A LIEN, BUT NOT YET PAYABLE, WHICH ARE ESTIMATED TO BE $36,200.00

DATE: June 25 , 20 19.

JON CHRISTENSEN, COUNTY TAX COLLECTOR
BY: Theresa Kathard, DEPUTY

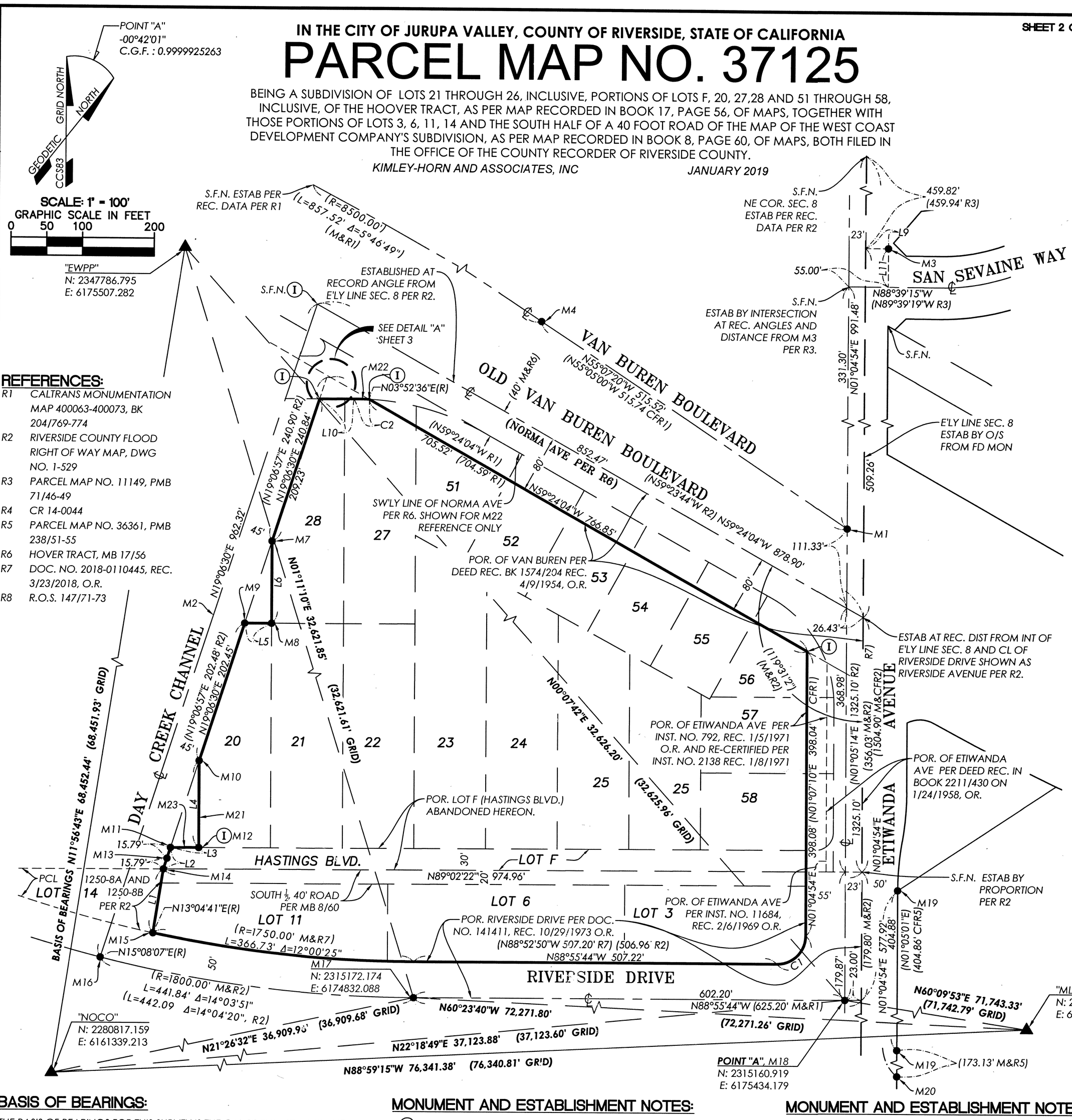
SEC. 8, T.2S., R.6.W., SCH "H"

IN THE CITY OF JURUPA VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

PARCEL MAP NO. 37125

BEING A SUBDIVISION OF LOTS 21 THROUGH 26, INCLUSIVE, PORTIONS OF LOTS F, 20, 27,28 AND 51 THROUGH 58, INCLUSIVE, OF THE HOOVER TRACT, AS PER MAP RECORDED IN BOOK 17, PAGE 56, OF MAPS, TOGETHER WITH THOSE PORTIONS OF LOTS 3, 6, 11, 14 AND THE SOUTH HALF OF A 40 FOOT ROAD OF THE MAP OF THE WEST COAST DEVELOPMENT COMPANY'S SUBDIVISION, AS PER MAP RECORDED IN BOOK 8, PAGE 60, OF MAPS, BOTH FILED IN THE OFFICE OF THE COUNTY RECORDER OF RIVERSIDE COUNTY.

KIMLEY-HORN AND ASSOCIATES, INC *JANUARY 2019*



REFERENCES:

- R1 CALTRANS MONUMENTATION MAP 400063-400073, BK 204/769-774
- R2 RIVERSIDE COUNTY FLOOD RIGHT OF WAY MAP, DWG NO. 1-529
- R3 PARCEL MAP NO. 11149, PMB 71/46-49
- R4 CR 14-0044
- R5 PARCEL MAP NO. 36361, PMB 238/51-55
- R6 HOVER TRACT, MB 17/56
- R7 DOC. NO. 2018-0110445, REC. 3/23/2018, O.R.
- R8 R.O.S. 147/71-73

BASIS OF BEARINGS:

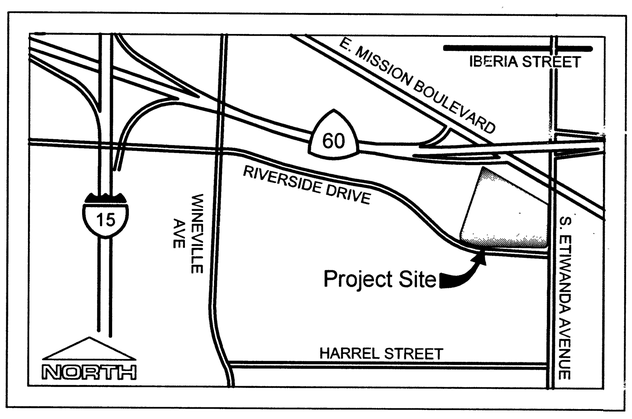
THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CALIFORNIA STATE PLANE COORDINATE SYSTEM CCS83, ZONE 6, BASED LOCALLY ON CONTROL STATIONS "NOCO", "EWPP"AND "MLFP" NAD 83 (NSRS2011) EPOCH 2010.00 AS SHOWN HEREON. ALL BEARINGS SHOWN ON THIS MAP ARE GRID. QUOTED BEARINGS AND DISTANCES FROM REFERENCE MAPS OR DEEDS ARE AS SHOWN PER THAT RECORD REFERENCE. ALL DISTANCES SHOWN ARE GROUND DISTANCES UNLESS SPECIFIED OTHERWISE. GRID DISTANCES, MAY BE OBTAINED BY MULTIPLYING THE GROUND DISTANCE BY A COMBINATION FACTOR OF 0.9999925263. CALCULATIONS ARE MADE AT POINT "A" WITH COORDINATES OF N: 2315160.919, E: 6175434.179, USING AN ELEVATION OF 779'.

LEGEND:

- ● INDICATES FOUND MONUMENT AS NOTED
- ▲ INDICATES GPS MONUMENT AS NOTED
- ℄ OR CL CENTER LINE
- ( ) INDICATES RECORD DATA
- PP PLASTIC PLUG
- ESTAB ESTABLISHED
- CFR CALCULATED FROM RECORD

EASEMENTS:

SEE SHEET 3



VICINITY MAP
NOT TO SCALE

MONUMENT AND ESTABLISHMENT NOTES:

(I) ESTABLISHED BY INTERSECTION.

M1 FD (3) NL&T MKD "RIV. CO. SURV.", FLUSH, IN LIEU OF NAIL AND TAG MKD "RIV. CO. TRANS." AND (1) NL&T MKD "RIV. CO. TRANS.", FLUSH PER R4. CL INT ESTAB BY TIES PER R4.

M2 ESTAB PARALLEL WITH AND DISTANT 45.00' NW'LY FROM PERPENDICULAR OFFSETS FROM M7-M9-M10-M11-M13-M14 PER R2.

M3 FD NL&T MKD "LS 3069", DOWN 0.1' PER R3. ACCEPTED AS O/S TO CL AND SECTION LINES.

M4 FD 1" IP WITH PP, ILLEGIBLE, FLUSH, IN LIEU OF STD DISK PER R1. ACCEPTED AS BC/EC OF VAN BUREN BLVD.

M5 FD 3/4" IP MKD "RCFC WCD" PER R2, FLUSH. ACCEPTED AS INT OF SW'LY R/W OF VAN BUREN BLVD AND SE'LY R/W OF DAY CREEK CHANNEL.

M6 FD 3/4" IP, ILLEGIBLE, DOWN 0.4', IN LIEU OF 3/4" IP MKD "RCFC WCD" PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M7 FD 3/4" IP, ILLEGIBLE, DOWN 0.1', IN LIEU OF 3/4" IP MKD "RCFC WCD" PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M8 FD 3/4" IP MKD "RCFC WCD", DOWN 0.2', BENT SW'LY PER R2. POINT ON CENTER OF PIPE, PLUMB WITH GROUND, OBSERVED. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M9 FD 3/4" IP, ILLEGIBLE, DOWN 0.3', IN LIEU OF 3/4" IP MKD "RCFC WCD" PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M10 FD 3/4" IP MKD "RCFC WCD", DOWN 0.5' PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M11 FD 3/4" IP, ILLEGIBLE, DOWN 0.3', IN LIEU OF 3/4" IP MKD "RCFC WCD" PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M12 FD 3/4" IP MKD "RCFC WCD" PER R2, DOWN 0.2', LEANING NW'LY. NOT ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M13 FD 3/4" IP, ILLEGIBLE, DOWN 0.6', IN LIEU OF 3/4" IP MKD "RCFC WCD" PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL.

M14 FD NL&T MKD "RCFC WCD", DOWN 0.9' PER R2. ACCEPTED AS ANGLE POINT ON SE'LY R/W OF DAY CREEK CHANNEL AND POINT ON S'LY LINE OF LOT F (HASTINGS BLVD).

CURVE DATA TABLE

-	RADIUS (M)	LENGTH (M)	DELTA (M)	RADIUS (R)	LENGTH (R)	DELTA (R)
C1	40.00'	62.82'	Δ=89°59'22"	(40.00' R7)	(62.83' R7)	(Δ=90°00'00" R7)
C2	374.53'	20.80'	Δ=3°10'57"	(374.53' R1)	(20.75' R1)	(Δ=3°10'29" R1)

MONUMENT AND ESTABLISHMENT NOTES:

M15 FD 3/4" IP MKD "RCFC WCD", DOWN 0.4' PER R2. ACCEPTED AS INT OF SE'LY R/W OF DAY CREEK CHANNEL AND N'LY R/W OF RIVERSIDE DRIVE.

M16 FD L&T, FLUSH, BENT E'LY, IN LIEU OF L&D MKD "RCFC WCD" PER R2. POINT ON CENTER OF TACK, PLUMB WITH CONC., OBSERVED. ACCEPTED AS CL INT OF DAY CREEK CHANNEL AND RIVERSIDE DRIVE.

M17 FD BD MKD "CA DIV OF HWYS", DOWN 0.95' IN WELL PER R1. ACCEPTED AS BC/EC ON RIVERSIDE DRIVE.

M18 FD COPPER WELD WITH PUNCH, ILLEGIBLE, FLUSH, IN LIEU OF STD DISK IN WELL PER R1. ACCEPTED AS CL INT OF ETIWANDA AVE AND RIVERSIDE DRIVE.

M19 FD 1/2" RB WITH PP MKD "LS 7843", FLUSH, PER R5. ACCEPTED AS POINT ON E'LY R/W OF ETIWANDA AVE.

M20 FD 1/2" RB, PP MISSING, FLUSH, PER R5. ACCEPTED AS POINT ON E'LY R/W OF ETIWANDA AVE.

M21 ESTAB AT REC. ANGLE FROM M10-M11 PER R2.

M22 ESTAB TANGENT TO L10 AND TANGENT TO THE SW'LY LINE OF NORMA AVE PER R6. HELD RECORD RADIUS.

M23 ESTAB PARALLEL WITH AND DISTANT 30' N'LY FROM S'LY LINE OF LOT F (HASTINGS BLVD).

LINE DATA TABLE

-	BEARING (M)	LENGTH (M)	BEARING (R)	LENGTH (R)
L1	N10° 09' 11"E	90.77'	(N01°07'57"E R2)	(90.76' R2)
L2	N19° 06' 30"E	31.57'	(N19°06'57"E R2)	(31.58' CFR2)
L3	N89° 02' 22"W	39.48'	(N89°02'20"W R2)	(39.48' R2)
L4	N01° 06' 04"E	121.36'	(N01°06'31"E R2)	(121.35' R2)
L5	N89° 05' 23"W	37.43'	(N89°04'52"E R2)	(37.43' M&R2)
L6	N01° 05' 37"E	114.98'	(N01°06'08"E R2)	(114.99' R2)
L7	N89° 18' 21"W	5.71'	(N89°07'24"E R2)	(5.71' M&R2)
L9	N88° 55' 06"W	32.00'	(N88°55'10"E R3)	(32.00' M&R3)
L10	N89° 18' 21"W	48.07'	(WEST R6)	——
L11	N01° 04' 54"E	53.86'	(N01°04'50"E R3)	(53.86' M&R3)

2019-0356269 ORIGINAL

IN THE CITY OF JURUPA VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

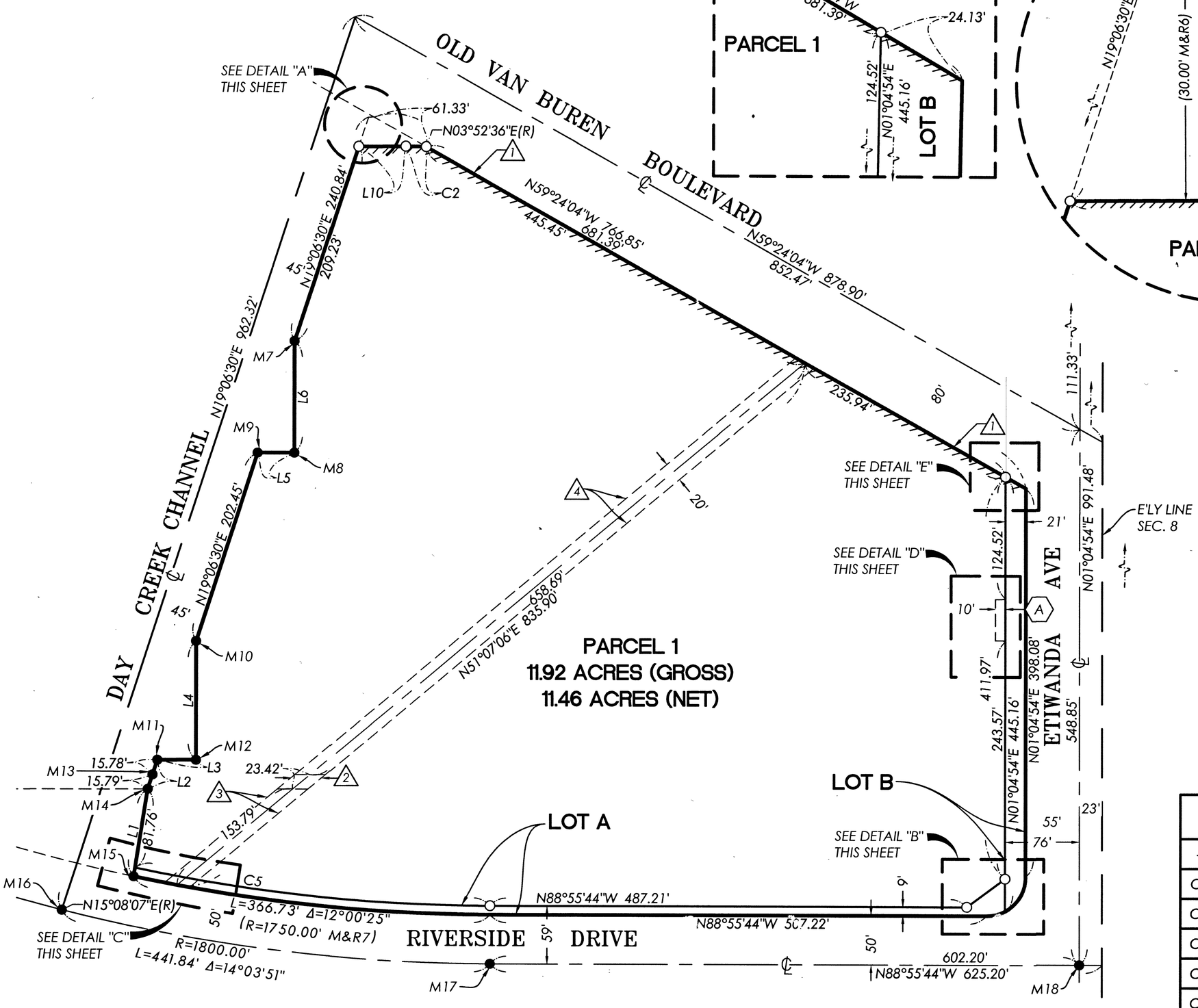
PARCEL MAP NO. 37125

BEING A SUBDIVISION OF LOTS 21 THROUGH 26, INCLUSIVE, PORTIONS OF LOTS F, 20, 27,28 AND 51 THROUGH 58, INCLUSIVE, OF THE HOOVER TRACT, AS PER MAP RECORDED IN BOOK 17, PAGE 56, OF MAPS, TOGETHER WITH THOSE PORTIONS OF LOTS 3, 6, 11, 14 AND THE SOUTH HALF OF A 40 FOOT ROAD OF THE MAP OF THE WEST COAST DEVELOPMENT COMPANY'S SUBDIVISION, AS PER MAP RECORDED IN BOOK 8, PAGE 60, OF MAPS, BOTH FILED IN THE OFFICE OF THE COUNTY RECORDER OF RIVERSIDE COUNTY.

KIMLEY-HORN AND ASSOCIATES, INC *JANUARY 2019*

NORTH

SCALE: 1" = 100'
GRAPHIC SCALE IN FEET
0 50 100 200



LINE DATA TABLE

-	BEARING	LENGTH
L1	N10° 09' 11"E	90.77'
L2	N19° 06' 30"E	31.57'
L3	N89° 02' 47"W	39.48'
L4	N01° 06' 04"E	121.36'
L5	N89° 05' 23"W	37.43'
L6	N01° 05' 37"E	114.98'
L7	N89° 18' 21"W	5.71'
L8	N88° 56' 03"W	6.00'
L9	N88° 55' 06"W	32.00'
L10	N89° 18' 21"W	48.07'
L11	N54° 26' 57"E	48.60'
L12	S88° 55' 44"E	6.00'

CURVE DATA TABLE

-	RADIUS	LENGTH	DELTA
C1	40.00'	62.82'	Δ=89°59'22"
C2	374.53'	20.80'	Δ=3°10'57"
C3	9.00'	4.14'	Δ=26°22'52"
C4	9.00'	4.15'	Δ=26°23'23"
C5	1741.00'	365.30'	Δ=12°01'19"

LEGEND:

- ● INDICATES MONUMENT FOUND AS NOTED
- ○ INDICATES SET MONUMENT WITH TAG MARKED "LS 8012". IF MONUMENT IS LOCATED WITHIN CONCRETE OR WALL, A LEAD AND TAG WILL BE PLACE. IF MONUMENT IS LOCATED WITHIN DIRT OR ASPHALT, A 1"x18" IRON PIPE WITH TAG WILL BE PLACED.
- ////// INDICATES RESTRICTED ACCESS
- ( ) INDICATES RECORD DATA

ALL MONUMENTS SHOWN AS "SET" ARE SET PER RIVERSIDE COUNTY ORDINANCE 461.10, AND IN ACCORDANCE FOR THIS WITH THE TERMS OF THE MONUMENT AGREEMENT FOR THIS MAP.

NOTES:

1. SEE SHEET 2 FOR RECORD DATA AND EXISTING RIGHT-OF-WAY RECORD INFORMATION.

PROPOSED EASEMENTS:

(A) PEDESTRIAN ACCESS EASEMENT TO THE CITY OF JURUPA VALLEY GRANTED HEREON.

EXISTING EASEMENTS:

(1) ACCESS RIGHTS RELINQUISHED PER DOC. REC. 4/9/1954 IN BK 1574, PAGE 204, O.R.

(2) AN EASEMENT IN FAVOR OF CITY OF JURUPA VALLEY, SUCCESSOR IN INTEREST TO THE COUNTY OF RIVERSIDE, FOR DRAINAGE PER DOC NO. 11865, REC. 2/6/1969 AND DOC. NO. 141411 REC. 8/29/1973 BOTH OF O.R.

(3) AN EASEMENT IN FAVOR OF CITY OF JURUPA VALLEY, SUCCESSOR IN INTEREST TO THE COUNTY OF RIVERSIDE, FOR DRAINAGE PER DOC. NO. 90789 REC. 9/5/1969 AND DOC. NO. 141411 REC. 8/29/1973 BOTH OF O.R.

(4) AN EASEMENT IN FAVOR OF CITY OF JURUPA VALLEY, SUCCESSOR IN INTEREST TO THE COUNTY OF RIVERSIDE, FOR DRAINAGE PER DOC. NO. 792 REC. 1/6/1971 AND DOC. NO. 141411 REC. 8/29/1973 BOTH OF O.R.

RETURN TO AGENDA

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **CONNIE CARDENAS, ADMINISTRATIVE SERVICES DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 14.D**

ADOPTION OF A GENERAL FUND RESERVE POLICY

RECOMMENDATION

1) That the City Council adopt Resolution No. 2021-20, entitled:

   A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING A GENERAL FUND RESERVE POLICY

BACKGROUND

A General Fund reserve ensures government's ability to maintain vital services to the community during times of economic uncertainty or temporary economic shortfalls; therefore, the Government Finance Officers' of America (GFOA) recommends establishing minimum General Fund reserves levels. For local governments, maintaining a healthy general fund reserve became even more important in light of economic recessions in recent periods including the current pandemic that continues to impact municipalities across the nation.

ANALYSIS

The purpose of this policy is to establish a target minimum General Fund reserve level to reduce the risk of financial impacts resulting from natural disasters or other catastrophic events; respond to challenges of a changing economic environment including prolonged downturns in the local, state or national economy; and demonstrate continued prudent fiscal management and creditworthiness.

This policy will create two designated reserve categories as follows:

- Catastrophic Reserve – Funds reserved in this category shall be used to mitigate costs associated with unforeseen emergencies including natural disasters or catastrophic events.

- Budget Stabilization Reserve – Funds reserved in this category shall be used to mitigate annual budget revenue shortfalls (actual revenues less than projected revenues) due to changes in the economic environment and/or one-time expenditures that will result in future efficiencies and/or budgetary savings.

The City commits to maintaining General Fund reserves at a minimum of 25% of General Fund annual operating expenditures (minus one-time expenditures) by setting aside funds into these designated reserves: Catastrophic Reserve (15%) and Budget Stabilization Reserve (10%). Use of funds from these reserve accounts will require development of a 1 to 5 year reserve replenishment plan to meet the minimum 25% reserve level.

This policy will be reviewed annually by the City Council as part of the annual operating budget review and adoption process. Appropriation from either of these General Fund reserves requires City Manager or designee approval and formal City Council authorization through budget amendment confirming the nature of the emergency or economic triggering event.

OTHER INFORMATION

The Governmental Accounting Standards Board (GASB) Statement 54, Fund Reporting and Governmental Fund Type Definitions, requires the City categorize fund balances according to the following components:

- Nonspendable fund balance (inherently nonspendable)
- Restricted fund balance (externally enforceable limitations on use)
- Committed fund balance (self-imposed limitations on use)
- Assigned fund balance (limitation resulting from intended use)
- Unassigned fund balance (residual net resources)

The two General Fund designated reserves established with this policy will include funds only from the unassigned fund balance category.

FINANCIAL IMPACT

There is no fiscal impact. General Fund reserves will now have new classifications and minimum level requirements.

ALTERNATIVES

1. Elect not to adopt Resolution No. 2021-20, which will result in the City not having a target minimum general fund reserve level.

2. Provide alternative direction to staff.

Prepared by:

Connie Cardenas

Connie Cardenas
Administrative Services Director

Submitted by:

Rod B. Butler

Rod B. Butler
City Manager

Reviewed by:

Michael Flad
Assistant City Manager

Attachments:

1. Resolution No. 2021-20

RESOLUTION NO. 2021-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA APPROVING A GENRAL FUND RESERVE POLICY

THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES RESOLVE AS FOLLOWS:

WHEREAS, a general fund reserve policy has been developed for the City of Jurupa Valley (the "City") and the City Council desires to adopt such policy;

Section 1. The City Council hereby adopts the City of Jurupa Valley General Fund Reserve Policy in the form attached hereto as Exhibit A.

Section 2. The City Manager, the Administrative Services Director, the City Clerk, and other appropriate officials of the City are hereby authorized and directed to take any actions and execute and deliver any and all documents as are necessary to accomplish the provisions and directives of this Resolution.

Section 3. This Resolution shall be effective upon adoption by the City Council.

Section 4. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED on this 1st day of April, 2021.

_____
Lorena Barajas
Mayor

ATTEST:

_____
Victoria Wasko, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF JURUPA VALLEY)

I, Victoria Wasko, City Clerk of the City of Jurupa Valley, do herby certify that the foregoing Resolution No. 2021-20 was duly passed and adopted at a meeting of the City Council of the City of Jurupa Valley on the 1st day of April, 2021 by the following vote, to wit:

AYES

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this 1st day of April, 2021.

_____
Victoria Wasko, City Clerk
City of Jurupa Valley

EXHIBIT A

GENERAL FUND RESERVE POLICY

CITY OF JURUPA VALLEY
GENERAL FUND RESERVE POLICY

This General Fund Reserve Policy (the "Reserve Policy") of the CITY OF JURUPA VALLEY (the "City") was approved by the City Council of the City (the "Council") on April 1, 2021. The General Fund Reserve Policy may be amended by Council as it deems appropriate from time to time in the prudent management of the finances of the City.

BACKGROUND:

General Fund reserves are classified into two categories: Restricted and Designated. Restricted reserves are those that are not considered available due to financial, accounting, or legal restrictions. Designated reserves are established by Council policy for an intended purpose and are available for use per Council direction.

In addition, the Governmental Accounting Standards Board (GASB) Statement 54 Fund Reporting and Governmental Fund Type Definitions requires that the City categorize fund balances according to the following components:

- Nonspendable fund balance (inherently nonspendable)
- Restricted fund balance (externally enforceable limitations on use)
- Committed fund balance (self-imposed limitations on use)
- Assigned fund balance (limitation resulting from intended use)
- Unassigned fund balance (residual net resources)

Although General Fund reserves are distinctly separate from the General Fund balance, General Fund restricted reserves include funds from restricted, committed and assigned fund balance categories. General Fund designated reserves include funds only from the unassigned fund balance category.

GUIDING PRINCIPLES:

Following sound financial practices and adhering to the Government Finance Officers' of American (GFOA) recommendations, the City's designated reserves include reserves for known and unknown contingencies, which take into consideration the:

- Diversity of revenue base
- Cyclical nature of revenue
- Changes in community priorities

- Frequency of budget surpluses/deficits
- Cash flow management practices

POLICY PURPOSE:

The purpose of this Reserve Policy is to establish a target minimum level of designated reserves in the General Fund to:

- Reduce the risk of financial impacts resulting from a natural disasters or other catastrophic events;
- Respond to the challenges of a changing economic environment, including prolonged downturns in the local, state, or national economy; and
- Demonstrate continued prudent fiscal management and creditworthiness.

POLICY:

Reserve Levels

The City will set aside funds into two designated reserves to address unforeseen emergencies or disasters and significant changes in the economic environment. These include the Catastrophic Reserve and Budget Stabilization Reserve.

The City commits to maintaining these reserves at a minimum of 25% of General Fund annual operating expenditures (minus one-time expenditures), divided between the Catastrophic Reserve (15%) and Budget Stabilization Reserve (10%). The Reserve Policy is reviewed by the City Council as part of the annual operating budget review and adoption process. Appropriations of any General Fund reserves require formal Council authorization.

Should a catastrophic disaster or loss of a significant source of the City's sales tax revenue occur, the required reserve level should be adequate to meet the City's immediate financial needs. For example, in the event of natural disaster, the Catastrophic Reserve should provide necessary coverage for basic operating expenses, including salary and benefits for safety and non-safety City employees, while still meeting debt service obligations to enable the City to explore other available cash alternatives, including the use of internal service funds. Likewise, should the City experience a loss of a primary sales tax contributor, the reserve level in the Budget Stabilization Fund would provide the City adequate time to realign its operating costs with available resources while minimizing service impacts.

Key General Fund Designated Reserves

<u>Catastrophic Reserve</u>. Funds reserved under this category shall be used to mitigate costs associated with unforeseen emergencies, including natural disasters or catastrophic events. Should unforeseen and unavoidable events occur that require the expenditure of City resources beyond those provided for in the annual budget, the City Manager or designee shall have authority to

approve Catastrophic Reserve appropriations. The City Manager or designee shall then present to the City Council a budget amendment confirming the nature of the emergency and authorizing the appropriation of reserve funds.

Budget Stabilization Reserve. Funds reserved under this category shall be used to mitigate, should they occur, annual budget revenue shortfalls (actual revenues less than projected revenues) due to changes in the economic environment and/or one-time expenditures that will result in future efficiencies and/or budgetary savings. Examples of "economic triggers" and one-time uses include, but are not limited to:

- Significant decrease in property or sales tax, or other economically sensitive revenues;
- Loss of businesses considered to be significant sales tax generators;
- Reductions in revenue due to actions by the state/federal government;
- Workflow/technical system improvements to reduce ongoing, personnel costs and enhance customer service;
- One-time maintenance of service levels due to significant economic/budget constraints;
- One-time transitional costs associated with organizational restructuring to secure long-term personnel cost savings.

Replenishment of Unreserved Fund Balance

In keeping with the principles discussed in this Reserve Policy, when either fund is used, the City Council will develop a 1 to 5 year reserve replenishment plan to meet the minimum threshold of 25% of General Fund ongoing operating expenditures, excluding one-time expenditures.

Excess Fund Balance

At the end of each fiscal year, the Finance Department reports on the audited year-end budgetary fiscal results. Should actual General Fund revenues exceed expenditures and encumbrances, a year-end operating surplus shall be reported. Any year-end surplus that results in the General Fund's fund balance exceeding the level required by the Reserve Policy shall be available for allocation for the following, subject to Council approval:

- Offset projected future deficits
- Anticipated intergovernmental fiscal impacts
- One-time funding, non-recurring needs

Upon funding of the above, any remaining surplus balances shall be divided equally between the Catastrophic Reserve and the Budget Stabilization Reserve.

RETURN TO AGENDA

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **CONNIE CARDENAS, ADMINISTRATIVE SERVICES DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 14.E**

ADOPTION OF A DEBT MANAGEMENT POLICY

RECOMMENDATION

1) That the City Council adopt Resolution No. 2021-21, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING A DEBT MANAGEMENT POLICY

BACKGROUND

On September 12, 2016, Governor Brown signed into law Senate Bill 1029 (SB1029), the California Debt and Investment Advisory Commission: Accountability Reports. The intent of this bill was to facilitate improved financial transparency and public accessibility to information regarding debt.

SB1029 requires that state and local agencies adopt comprehensive debt management policies that reflect local, state and federal laws and regulations. In addition, it requires agencies to adopt debt management policies at least 30 days prior to the issuance of any new debt, beginning on or after January 21, 2017. The bill advises that public agency debt management policies reflect the recommendations of the Government Finance Officers Association (GFOA). Finally, the legislation requires all state and local debt issuance to be published in a single, transparent online database for public access.

ANALYSIS

The purpose of this Policy is to provide a functional tool for debt management and capital planning, as well as to enhance the City's ability to manage its debt obligations and lease financings (collectively referred to as "debt" in this Policy) in a conservative and prudent manner.

OTHER INFORMATION

The recommendations set forth by the GFOA and SB1029 specifically requires that local debt management policies shall include the following five key components:

A. Purposes for which debt may be issued
B. Types of debt
C. Relationship of debt to capital improvement program and budget
D. Policy goals related to planning goals and objectives
E. Internal control procedures

The proposed Debt Management Policy complies with the requirements set forth in SB1029 and the State Debt and Investment Commission, and aligns with GFOA recommendations.

FINANCIAL IMPACT

Approving the Debt Management Policy will cause no fiscal impact.

ALTERNATIVES

1. Elect not to adopt Resolution No. 2021-21, which will result in the City not having a Debt Management Policy and not having the ability to issue new debt.

Prepared by:

Connie Cardenas
Administrative Services Director

Submitted by:

Rod B. Butler
City Manager

Reviewed by:

Michael Flad
Assistant City Manager

Attachments:

1. Resolution No. 2021-21

RESOLUTION NO. 2021-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING A DEBT MANAGEMENT POLICY

THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES RESOLVE AS FOLLOWS:

RESOLVED, by the City Council (the "Council") of the City of Jurupa Valley (the "City"), Riverside County, State of California, as follows:

WHEREAS, pursuant to the provisions of section 8855(i) of the California Government Code, prior to the issuance or incurrence of any debt, the City is required to adopt local debt policies concerning the use of debt and that any proposed debt issuance is consistent with those local debt policies; and

WHEREAS, a debt management policy has been developed for the City and the Council desires to adopt such policy in connection with any proposed debt of the City;

Section 1. The debt management policy, in the form attached hereto as Exhibit A (the "Debt Policy"), is hereby adopted by the Council for the City. The Debt Policy has been developed to provide guidance in the issuance and management of debt by the City or its related entities and is intended to comply with section 8855(i) of the California Government Code effective on January 1, 2017. The main objectives are to establish conditions for the use of debt, to ensure that debt capacity and affordability are adequately considered, to minimize the City's interest and issuance costs, to maintain the highest possible credit rating, to provide complete financial disclosure and reporting and to maintain financial flexibility for the City.

Section 2. The City Manager, the Administrative Services Director, the City Clerk, and other appropriate officials of the City are hereby authorized and directed to take any actions and execute and deliver any and all documents as are necessary to accomplish the provisions and directives of this Resolution.

Section 3. This Resolution shall be effective upon adoption by the Council.

Section 4. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED on this 1st day of April, 2021.

_____

Lorena Barajas
Mayor

ATTEST:

_____
Victoria Wasko, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF JURUPA VALLEY)

I, Victoria Wasko, City Clerk of the City of Jurupa Valley, do herby certify that the foregoing Resolution No. 2021-21 was duly passed and adopted at a meeting of the City Council of the City of Jurupa Valley on the 1st day of April, 2021 by the following vote, to wit:

AYES

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this 1st day of April, 2021.

_____
Victoria Wasko, City Clerk
City of Jurupa Valley

EXHIBIT A

DEBT MANAGEMENT POLICY

CITY OF JURUPA VALLEY
DEBT MANAGEMENT POLICY

This Debt Management Policy (the "Debt Policy") of the CITY OF JURUPA VALLEY (the "City") was approved by the City Council of the City (the "Council") on April 1, 2021. The Debt Policy may be amended by Council as it deems appropriate from time to time in the prudent management of the debt of the City.

This Debt Policy will also apply to any debt issued by any other public agency for which the Council acts as its legislative body.

The Debt Policy has been developed to provide guidance in the issuance and management of debt by the City or its related entities and is intended to comply with Section 8855(i) of the California Government Code effective on January 1, 2017. The main objectives are to establish conditions for the use of debt; to ensure that debt capacity and affordability are adequately considered; to minimize the City's interest and issuance costs; to maintain the highest possible credit rating; to provide complete financial disclosure and reporting; and to maintain financial flexibility for the City.

Debt, properly issued and managed, is a critical element in any financial management program. It assists in the City's effort to allocate limited resources to provide the highest quality of service to the public. The City understands that poor debt management can have ripple effects that hurt other areas of the City. On the other hand, a properly managed debt program promotes economic growth and enhances the vitality of the City for its residents and businesses.

1. Findings

This Debt Policy shall govern all debt undertaken by the City. The City hereby recognizes that a fiscally prudent debt policy is required in order to:

- Maintain the City's sound financial position.

- Ensure the City has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.

- Protect the City's credit-worthiness.

- Ensure that all debt is structured in order to protect both current and future

taxpayers, ratepayers and constituents of the City.

• Ensure that the City's debt is consistent with the City's planning goals and objectives and capital improvement program or budget, as applicable.

• Encourage those that benefit from a facility/improvement to pay the cost of that facility/improvement without the need for the expenditure of limited general fund resources.

2. Policies

A. Purposes For Which Debt May Be Issued

The City will consider the use of debt financing primarily for capital improvement projects (CIP) when the project's useful life will equal or exceed the term of the financing and when resources are identified sufficient to fund the debt service requirements. An exception to this CIP driven focus is the issuance of short-term instruments such as tax and revenue anticipation notes, which are to be used for prudent cash management purposes and conduit financing, as described below. Bonded debt should not be issued for projects with minimal public benefit or support, or to finance normal operating expenses.

If a department has any project which is expected to use debt financing, the department director is responsible for expeditiously providing the City Manager and the Administrative Services Director with reasonable cost estimates, including specific revenue accounts that will provide payment for the debt service. This will allow an analysis of the project's potential impact on the City's debt capacity and limitations. The department director shall also provide an estimate of any incremental operating and/or additional maintenance costs associated with the project and identify sources of revenue, if any, to pay for such incremental costs.

(i) Long-Term Debt. Long-term debt may be issued to finance or refinance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and/or operated by the City.

(a) Long-term debt financings are appropriate when the following conditions exist:

• When the project to be financed is necessary to provide basic services.

• When the project to be financed will provide benefit to constituents over multiple years.

• When total debt does not constitute an unreasonable burden to the City and its taxpayers and ratepayers.

• When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

(b) Long-term debt financings will not generally be considered appropriate for current operating expenses and routine maintenance expenses.

(c) The City may use long-term debt financings subject to the following conditions:

- The project to be financed has been or will be approved by the Council.

- The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project to be financed by more than 20%, unless specific conditions exist that would mitigate the extension of time to repay the debt and it would not cause the City to violate any covenants to maintain the tax-exempt status of such debt, if applicable.

- The City estimates that sufficient income or revenues will be available to service the debt through its maturity.

- The City determines that the issuance of the debt will comply with the applicable requirements of state and federal law.

- The City considers the improvement/facility to be of vital, time-sensitive need of the community and there are no plausible alternative financing sources

(d) Periodic reviews of outstanding long-term debt will be undertaken to identify refunding opportunities. Refunding will be considered (within federal tax law constraints, if applicable) if and when there is a net economic benefit of the refunding. Refundings which are non-economic may be undertaken to achieve City objectives relating to changes in covenants, call provisions, operational flexibility, tax status of the issuer, or the debt service profile.

In general, refundings which produce a net present value savings of at least three (3) percent of the refunded debt will be considered economically viable. Refundings which produce a net present value savings of less than three (3) percent or negative savings will be considered on a case-by-case basis, and are subject to Council approval.

(ii) Short-term debt. Short-term borrowing may be issued to generate funding for cash flow needs in the form of Tax and Revenue Anticipation Notes (TRAN).

Short-term borrowing, such as commercial paper, and lines of credit, will be considered as an interim source of funding in anticipation of long-term borrowing. Short-term debt may be issued for any purpose for which long-term debt may be issued, including capitalized interest and other financing-related costs. Prior to issuance of the short-term debt, a reliable revenue source shall be identified to secure repayment of the debt. The final maturity of the debt issued to finance the project shall be consistent with the economic or useful life of the project and, unless the Council determines that extraordinary circumstances exist, must not exceed seven (7) years.

Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment, and such equipment leases may be longer than seven (7) years.

(iii) Financings on Behalf of Other Entities. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein. In no event will the City incur any liability or assume responsibility for payment of debt service on such debt.

B. Types of Debt

In order to maximize the financial options available to benefit the public, it is the policy of the City to allow for the consideration of issuing all generally accepted types of debt, including, but not exclusive to the following:

- General Obligation (GO) Bonds: General Obligation Bonds are suitable for use in the construction or acquisition of improvements to real property that benefit the public at large. Examples of projects include libraries, parks, and public safety facilities. All GO bonds shall be authorized by the requisite number of voters in order to pass.

- Revenue Bonds: Revenue Bonds are limited-liability obligations tied to a specific enterprise or special fund revenue stream where the projects financed clearly benefit or relate to the enterprise or are otherwise permissible uses of the special revenue. An example of projects that would be financed by a Revenue Bond would be improvements to a water system, which would be paid back with money raised from the rates and charges to water users. Generally, no voter approval is required to issue this type of obligation but in some cases, the City must comply with proposition 218 regarding rate adjustments.

- Lease-Backed Debt/Certificates of Participation (COP/Lease Revenue Bonds): Issuance of Lease-backed debt is a commonly used form of debt that allows a City to finance projects where the debt service is secured via a lease agreement and where the payments are budgeted in the annual budget appropriation by the City from the general fund. Lease-Backed debt does not constitute indebtedness under the state or the City's constitutional debt limit and does not require voter approval.

- Special Assessment/Special District Debt: The City will consider requests from developers for the use of debt financing secured by property based assessments or special taxes in order to provide for necessary infrastructure for new development only under strict guidelines adopted by the Council, which may include minimum value-to-lien ratios and maximum tax burdens. Examples of this type of debt are Assessment Districts (AD) and Community Facilities Districts (CFD) or more

commonly known as Mello-Roos Districts. In order to protect bondholders as well as the City's credit rating, the City will also comply with all State guidelines regarding the issuance of special district or special assessment debt, as well as any policy required to be adopted under Government Code Section 53312.7.

The City may from time to time find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of this Debt Policy.

To maintain a predictable debt service burden, the City will give preference to debt that carries a fixed interest rate. An alternative to the use of fixed rate debt is variable rate debt. The City may choose to issue securities that pay a rate of interest that varies according to a pre-determined formula or results from a periodic remarketing of securities. When making the determination to issue bonds in a variable rate mode, consideration will be given in regard to the useful life of the project or facility being financed or the term of the project requiring the funding, market conditions, credit risk and third party risk analysis, and the overall debt portfolio structure when issuing variable rate debt for any purpose. The maximum amount of variable rate debt should be limited to no more than 20 percent of the total debt portfolio.

The City will not employ derivatives, such as interest rate swaps, in its debt program. A derivative product is a financial instrument which derives its own value from the value of another instrument, usually an underlying asset such as a stock, bond, or an underlying reference such as an interest rate. Derivatives are commonly used as hedging devices in managing interest rate risk and thereby reducing borrowing costs. However, these products bear certain risks not associated with standard debt instruments.

C. Relationship of Debt to Capital Improvement Program and Budget

The City intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the City's capital budget and/or the capital improvement plan.

The City shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear, unless a specific revenue source has been identified for this purpose, such as Gas Tax funds.

The City shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the City's public purposes.

The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its general fund.

D. Policy Goals Related to Planning Goals and Objectives

The City is committed to financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration. The City intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the City's annual operating budget.

It is a policy goal of the City to protect taxpayers, ratepayers and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

The City will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

Except as described in Section 2.A., when refinancing debt, it shall be the policy goal of the City to realize, whenever possible, and subject to any overriding non-financial policy considerations minimum net present value debt service savings equal to or greater than 3% of the refunded principal amount.

E. Internal Control Procedures

When issuing debt, in addition to complying with the terms of this Debt Policy, the City shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds.

The City will periodically review the requirements of and will remain in compliance with the following:

- any continuing disclosure undertakings under SEC Rule 15c2-12,
- any federal tax compliance requirements, including without limitation arbitrage and rebate compliance, related to any prior bond issues, and
- the City's investment policies as they relate to the investment of bond proceeds.

Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition only after obtaining the signature of the City Manager or the Administrative Services Director.

F. Waivers of Debt Policy

There may be circumstances from time to time when strict adherence to a provision of this Debt Policy is not possible or in the best interests of the City and the failure of a

debt financing to comply with one or more provisions of this Debt Policy shall in no way affect the validity of any debt issued by the City in accordance with applicable laws.

RETURN TO AGENDA

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **JOE PEREZ, COMMUNITY DEVELOPMENT DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 16.A**

PUBLIC HEARING TO CONSIDER ZONING CODE AMENDMENT NO. 21003 (ZCA21003) REVISING MUNICIPAL CODE CHAPTER 9.145 (INDUSTRIAL PARK (I-P) ZONE) PERTAINING TO EMERGENCY SHELTERS FOR INDIVIDUALS EXPERIENCING HOMELESSNESS

RECOMMENDATION

1) That the City Council conduct a first reading and introduce Ordinance No. 2021-08, entitled:

   AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, AMENDING SECTIONS 9.145.020 ("USES PERMITTED") AND 9.145.050 ("DEVELOPMENT STANDARDS") OF CHAPTER 9.145 ("I-P ZONE (INDUSTRIAL PARK)") OF TITLE 9 ("PLANNING AND ZONING") OF THE JURUPA VALLEY MUNICIPAL CODE CONCERNING EMERGENCY SHELTER DEVELOPMENT STANDARDS, AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION 15061 (B) (3) OF THE CEQA GUIDELINES

BACKGROUND

At its December 3, 2020 meeting, the City Council initiated an action to amend the Jurupa Valley Municipal Code (JVMC) Chapter 9.145 pertaining to emergency shelters. This amendment is in response to requirements by the California Department of Housing and Community Development (HCD) and the passage of State legislation. Emergency shelters are only allowed in the Industrial Park zone and, currently, none exist in Jurupa Valley.

The City of Jurupa Valley was advised by HCD that its current parking requirements for emergency shelters are considered a barrier to their development. The JVMC stipulates that one on-site parking space is required for each employee and one space for each client bed. HCD has indicated that the City must amend its parking regulation to remove

the parking space for client beds since most individuals using the facility arrive without automobiles.

HCD has also advised the City that its current distance requirements from airport runways are considered another barrier to the development of emergency shelters and must be removed. The applicable JVMC provisions (which the City inherited from the County of Riverside upon incorporation) establish varying setback requirements based on a proposed shelter's proximity to an airport landing strip. However, State law does allow cities to establish setbacks of 300 feet from other emergency shelters. This modification is included with our recommendations for adoption.

It should be noted that these amendments are tied closely to the City's ability to achieve and retain its "certified status" of its Housing Element with HCD.

On March 10, 2021, the Planning Commission conducted a public hearing and voted 5 to 0 recommending that the City Council adopt the proposed changes. The staff report and minutes from the Planning Commission meeting are attached to this report.

ANALYSIS

Parking Space Requirement

Currently, the JVMC requires one on-site parking space for each employee and one space for each client bed. As described above, the City has been advised to remove the parking requirement for one space for each client bed to ensure consistency with State housing law. The attached ordinance shows strike-through text where changes are proposed.

The removal of the parking requirement for client beds is considered particularly time sensitive since it was listed as a task to be completed in the City's 2017 Housing Element (its 5th Cycle). Now that the City is moving forward with the State-mandated update of the City's next Housing Element (6th Cycle) submittal, commitments made during the 5th Cycle must be fulfilled or Jurupa Valley's certification may be compromised. It is important to note that maintaining a "certified" Housing Element is essential because the City could be at risk of losing its existing certification and be ineligible for any future HCD grants. As a result, it is recommended that the standard be revised to eliminate the "per client bed" parking requirement.

Distance Requirement

The JVMC currently requires that emergency shelters be setback from airports and airport landing strips by varying distances depending on the facility's proposed location in proximity to the airport/landing strip. As indicated previously, the City inherited the County of Riverside zoning regulations upon its incorporation.

Since incorporation, Senate Bill 2 was passed and establishes the maximum development standards a city may adopt. The City may establish a maximum distance of 300-foot between shelters, and no additional distance requirements are allowed. It is recommended that the City adopt the 300–foot setback requirement from other emergency shelters. As indicated previously, the attached ordinance shows the proposed changes in strike-through text.

Emergency Shelters Permitted "By Right"

State law mandates that the City allow emergency shelters as "permitted uses," which means the City cannot require a Conditional Use Permit or any other discretionary permit. Although the JVMC includes emergency shelters in the Industrial-Park zone, it is not currently listed as a permitted use "by right." Although such facilities are presumed to be allowed in the Industrial-Park zone, the code is not clear that they are permitted by right.

Emergency Shelters are currently subject to either a Conditional Use Permit or a Site Development Permit, which are both discretionary entitlements. A strict reading of the law could render the City's current regulations as non-compliant with State law. It is recommended that a new section be created that identifies emergency shelters as permitted uses "by right." The new section is included as a change described in the attached draft ordinance.

It should be noted that the Planning Commission had concerns pertaining to the definition of an "emergency shelter" and how the proposed code amendment might impact other non-profit organizations that provide emergency assistance. The following is an excerpt from the Government Code Section that establishes the definition:

> *"Emergency Shelter" means housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay."*

The City currently provides funding to a non-profit organization (Path of Life) that offers social services and temporary shelter to individuals/households experiencing crises and/or homelessness in existing structures in various zones. The Path of Life programs and services are considered transitional shelters, which are different from emergency shelters and are not affected by the proposed amendment.

Assembly Bill 101

Also, at the December 3, 2020 City Council meeting, a study to amend the code in response to the passage of Assembly Bill 101 (AB 101) was initiated. AB 101 requires a city to add a new section to its zoning code pertaining to factors that a city uses to assess the need for an emergency shelter and to establish "Low Barrier Navigation Centers" as a use allowed "by right" (no entitlement required) if certain requirements are met. The bill defines "Low Barrier Navigation Centers" as a low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter and housing.

Developing the provisions required by AB 101 will require substantial review and analysis. The goal is to adopt a code amendment to be in compliance with AB 101 within the next year. Undertaking the effort at this time will impede the timely passage of the aforementioned parking revision, the immediate need to remove the airport/landing strip setbacks, and the desired clarification allowing emergency shelters "by right." These are considered essential changes required for adoption prior to the submittal of the City's updated draft Housing Element expected in May 2021.

NOTICING REQUIREMENT

A public hearing notice was published in the Press Enterprise on March 22, 2021.

ENVIRONMENTAL REVIEW

The proposed Zoning Code text amendment is exempt from CEQA because the Zoning Code Amendment is covered by the common sense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. In this case, the amended development standards to be imposed on emergency shelters will not result in an immediate or indirect change to the physical environment.

CONCLUSION

To comply with the requirements of State law, the following revisions are recommended:

a) Removal of parking requirements for client beds;

b) Removal of setback requirements from airport landing strips, adoption of a standard that requires emergency shelters to be at least 300 feet apart from each other; and

c) Clarification in the code to allow emergency shelters "by-right"

The proposed Zoning Code amendments will make the Zoning Code consistent with State Housing Laws and fulfill the Housing Element's 5th Cycle requirements. As the next cycle (Sixth Cycle) for updating the Housing Element approaches, the City will schedule its amendment of the Zoning Code to include provisions related to Low Barrier Navigation Centers for consistency with AB 101.

FINANCIAL IMPACT

No General Fund impact. The cost associated to prepare these amendments is estimated at $3,500.00, and funding is anticipated to come from the $500,000 Local Early Action Planning Grant funds recently awarded by the State of California's Housing and Community Development Department.

ALTERNATIVES

1. **The recommended action:** That the City Council conduct a first reading and introduce Ordinance No. 2021-08, approving the Zoning Code Amendment No. 21003 (ZCA21003) to amend Sections 9.145.020 ("Uses Permitted") and 9.145.050 ("Development Standards") of Chapter 9.145 ("I-P zone (Industrial Park)") of Title 9 ("Planning and Zoning") of the Jurupa Valley Municipal Code concerning emergency shelter development standards, and finding an exemption from CEQA under Section 15061 (b) (3) of the CEQA guidelines.

2. Provide alternative direction to staff.

3. Council may elect to not approve the amendments. However, this will result in the City's zoning code being inconsistent with State law and might jeopardize the certification status of the existing 5th Cycle Housing Element as well as the upcoming 6th Cycle Housing Element.

Prepared by:

Joe Perez
Community Development Director

Submitted by:

Rod B. Butler
City Manager

Reviewed by:

Connie Cardenas
Administrative Services Director

Reviewed by:

Peter M. Thorson
City Attorney

Reviewed by:

Michael Flad
Assistant City Manager

ATTACHMENTS

1. Ordinance No. 2021-08
2. Planning Commission Staff Report
3. Draft Minutes (March 10, 2021)
4. Adopted Planning Commission Resolution No. 2021-03-10-01

ATTACHMENT 1

ORDINANCE NO. 2021-08

AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, AMENDING SECTIONS 9.145.020 ("USES PERMITTED") AND 9.145.050 ("DEVELOPMENT STANDARDS") OF CHAPTER 9.145 ("I-P ZONE (INDUSTRIAL PARK)") OF TITLE 9 ("PLANNING AND ZONING") OF THE JURUPA VALLEY MUNICIPAL CODE CONCERNING EMERGENCY SHELTER DEVELOPMENT STANDARDS, AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION OF THE CEQA GUIDELINES

THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES ORDAIN AS FOLLOWS:

Section 1. Project Procedural Findings. The City Council of the City of Jurupa Valley does hereby find, determine and declare that:

(a) At the December 3, 2020 regular City Council meeting, the City Council initiated an amendment to Sections 9.145.020 and 9.145.050 of Chapter 9.145 ("I-P Zone (Industrial Park)") of Title 9 ("Planning and Zoning") of the Jurupa Valley Municipal Code, to amend parking and distance development standards applicable to emergency shelters for individuals experiencing homelessness (ZCA No. 21003) (the "Code Amendment"), and requested that the Planning Commission study and report on the proposed Code Amendment, as set forth in this Ordinance.

(b) On March 10, 2021, the Planning Commission of the City of Jurupa Valley held a public hearing on the proposed Code Amendment set forth in this Ordinance, at which time all persons interested in the proposed Code Amendment had the opportunity and did address the Planning Commission on these matters. Following the receipt of public testimony the Planning Commission closed the public hearing. At the conclusion of the Planning Commission hearings and after due consideration of the testimony, the Planning Commission adopted Resolution No. 2021-03-10-01 recommending that the City Council approve the proposed Code Amendment.

(c) On April 1, 2021, the City Council of the City of Jurupa Valley held a duly noticed public hearing on the proposed Code Amendment, at which time all persons interested in the Project had the opportunity and did address the City Council on these matters. Following the receipt of public testimony the City Council closed the public hearing and duly considered the written and oral testimony received.

(d) All legal preconditions to the adoption of this Ordinance have occurred.

Section 2. California Environmental Ouality Act Findings. The proposed Code Amendment is exempt from the requirements of the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines pursuant to CEQA Guidelines Section 15061 (b)(3) because it can be seen with certainty that there is no possibility that the proposed Code Amendment, amending parking and distance development standards applicable to emergency shelters for individuals experiencing homeless, will have a significant effect on the environment.

The proposed Code Amendment is an administrative process of the City that will not result in direct or indirect physical changes in the environment. The City Council has reviewed the administrative record concerning the proposed Code Amendment and the proposed CEQA determinations, and based on its own independent judgment, finds that the Code Amendment set forth in this Ordinance is not subject to, or exempt from, the requirements of the CEQA and the State CEQA Guidelines pursuant to CEQA Section 21080.17 and CEQA Guidelines Section 150613).

Section 3. Project Findings. The City Council hereby finds, as required by the Jurupa Valley Ordinances and applicable state law, that the proposed Code Amendment should be adopted because the proposed Code Amendment is consistent with the City of Jurupa Valley 2017 General Plan in that the City's General Plan Housing Element was deemed "certified" by the State of California Department of Housing and Community Development contingent on the City adopting the ordinance revisions for "Emergency Shelters" as presented to the Planning Commission on March 10, 2021 prescribed by State Housing Legislation.

Section 4. Amendment to Section 9.145.020. A new Subsection J. is hereby added to Section 9.145.020., Uses Permitted, of Chapter 9.145, I-P Zone (Industrial Park), of Title 9, Planning and Zoning, of the Jurupa Valley Municipal Code to read as follows:

"J. Emergency shelters are permitted, subject to compliance with the development standards set forth in Section 9.145.050, and provided a building permit has been approved pursuant to the provisions of Title 8.

Section 5. Amendment to Section 9.145.050. Subsection (15) of Section 9.145.050. , Development Standards, of Chapter 9.145, I-P Zone (Industrial Park), of Title 9, Planning and Zoning, of the Jurupa Valley Municipal Code is hereby amended to read as follows:

"(15) Emergency shelters. In addition to all other development standards of the I-P Zone, the following development standards shall apply to emergency shelters:

(a) For purposes of this section, the term "client" shall mean a homeless person who uses the facilities of an emergency shelter to eat, shower or sleep but is not a staff member.

(b) A minimum of one hundred and twenty-five (125) square feet of floor area shall be provided for each client served (eating, showering or sleeping) at any one time. One (1) bed shall be provided for each client sleeping at the emergency shelter.

(c) The minimum interior waiting and client intake area for a shelter with fourteen (14) or fewer beds shall be one hundred and twenty-five (125) square feet. The minimum interior waiting and client intake area for a shelter with fifteen (15) or more beds shall be two hundred (200) square feet.

(d) The minimum exterior waiting and client intake area for a shelter with fourteen (14) or fewer beds shall be four hundred and fifty (450) square feet.

The minimum exterior waiting and client intake area for a shelter with fifteen (15) or more beds shall be nine hundred (900) square feet.

(e) The following off-street parking shall be provided: One (l) space each for the maximum number of employees who will be present on the site at the same time ~~and one (1) space for each size client beds in the shelter~~ , rounded up to the nearest whole number.

(f) Outdoor lighting shall be provided in all parking areas, exterior waiting and client intake areas, and outdoor common areas.

(g) If the emergency shelter accommodates both men and women, separate sleeping, lavatory and bathing areas shall be provided for men and for women.

(h) An emergency shelter shall have a manager and at least one (l) other staff member present on site during all hours of operation. If the emergency shelter accommodates both men and women, one (1) employee, manager or staff member, of each sex shall be present during all hours of operation. The manager and all staff members shall be persons who maintain a separate residence.

(i) No client shall be allowed to stay more than three hundred (300) total days within any twelve (12) month period or more than one hundred and eighty (180) consecutive days.

(j) <u>No emergency shelter shall be located on a lot where any lot line of such lot is within three hundred (300) feet of any lot line of a lot where another</u> emergency shelter is located.

~~(k) No emergency shelter shall be located within one thousand, seven hundred (1,700) feet of any point on the centerline of a runway of a public-use airport if the runway is less than six thousand (6,000) feet in length. No emergency shelter shall be located within two thousand five hundred (2,500) feet of any point on the centerline of a runway of a public-use airport if the runway is six thousand (6,000) feet or more in length but less than twelve thousand (12,000) feet in length. No emergency shelter shall be located within three thousand (3,000) feet of any point on the centerline of a runway of a public-use airport or a military airport if the runway is twelve thousand (12,000) feet or more in length.~~

~~(l) The maximum number of beds in an emergency shelter shall be eleven (11) when the emergency shelter is located within twenty-one thousand, five hundred (21,500) feet of any point on the centerline of a runway of a public-use airport or located within forty-three thousand, three hundred (43,300) feet of any point on the centerline of a runway of a military airport. In all other instances, the maximum number of beds in an emergency shelter shall be seventy-five (75).~~"

Section 6. Severability. If any sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each sentence, clause or phrase thereof irrespective of the fact that any one or more sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

Section 7. Effect of Ordinance. This Ordinance is intended to supersede any ordinance or resolution of the County of Riverside adopted by reference by the City of Jurupa Valley in conflict with the terms of this Ordinance.

Section 8. Certification. The City Clerk of the City of Jurupa Valley shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted in the manner required by law.

Section 9. Effective Date. This Ordinance shall take effect on the date provided in Government Code Section 36937.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Jurupa Valley on this 15th day of April, 2021.

_____
Lorena Barajas
Mayor

ATTEST:

_____
Victoria Wasko, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF JURUPA VALLEY)

I, Victoria Wasko, CMC, City Clerk of the City of Jurupa Valley, do hereby certify that the foregoing Ordinance No. 2021-08 was introduced at a meeting of the City Council of the City of Jurupa Valley on the 1st day of April, 2021, and thereafter at a regular meeting held on the 15th day of April, 2021, it was duly passed and adopted by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this 15th day of April, 2021

_____
Victoria Wasko, City Clerk
City of Jurupa Valley

ATTACHMENT 2

City of Jurupa Valley

RETURN TO AGENDA

STAFF REPORT

DATE: **MARCH 10, 2021**

TO: **CHAIR NEWMAN AND MEMBERS OF THE PLANNING COMMISSION**

FROM: **JOE PEREZ, COMMUNITY DEVELOPMENT DIRECTOR**

BY: **TAMARA CAMPBELL, PRINCIPAL PLANNER**

SUBJECT: **AGENDA ITEM NO. 6.1**

ZONING CODE AMENDMENT NO. 21003 (ZCA21003) REVISING MUNICIPAL CODE CHAPTER 9.145 (INDUSTRIAL PARK (I-P) ZONE) PERTAINING TO EMERGENCY SHELTERS FOR INDIVIDUALS EXPERIENCING HOMELESSNESS

RECOMMENDATION

By motion, adopt Resolution No. 2021-03-10-01 recommending that the City Council approve Zoning Code Amendment No. 21003 (ZCA21003) to amend provisions of the Municipal Code pertaining to emergency shelters for individuals experiencing homelessness.

BACKGROUND

At the December 3, 2020 City Council meeting, the City Council initiated an action to amend Jurupa Valley Municipal Code (JVMC) Chapter 9.145 pertaining to emergency shelters in response to requirements by the California Department of Housing and Community (HCD) and the passage of State legislation. Emergency shelters are only allowed in the Industrial Park (I-P) Zone and, currently, there are no emergency homesless shelters in Jurupa Valley.

The City of Jurupa Valley has been advised by HCD that its current parking requirements for emergency shelters are considered a barrier to the development of such facilities. The JVMC stipulates that one on-site parking space is required for each employee as well as one space for each client bed. HCD has indicated that the City must amend its parking regulation to remove the parking space for client beds since many individuals using the facility arrive without automobiles. In addition, the one on-site parking space required for each client bed is considered an additional impediment to the development of emergency shelters.

We have also been advised that the City's current distance requirements from airport runways are considered another barrier to the development of emergency shelters and should be removed. The applicable JVMC provisions (which the City inherited from the County of Riverside upon incorporation) establish varying setback requirements based on a proposed shelter's proximity to an airport landing strip. These distance requirements are considered by HCD to be additional barriers to the development of emergency shelters.

It should be noted that the above two revisions are tied closely to the City's ability to achieve and retain its "certified status" of its Housing Element with HCD.

ANALYSIS

Parking Space Requirement

Currently, the JVMC requires one on-site parking space for each employee and one space for each client bed. As described above, the City has been advised to remove this aspect of the parking requirement. The existing development standard is provided below:

Sec. 9.145.050.(15)(e). Development Standards.

The following standards of development are required in the Industrial-Park Zone:

(15) Emergency shelters. In addition to all other development standards of the Industrial-Park Zone, the following development standards shall apply to emergency shelters:

(e) The following off-street parking shall be provided: One (1) space each for the maximum number of employees who will be present on the site at the same time and one (1) space for each client bed in the shelter, rounded up to the nearest whole number.

The removal of the parking requirement for client beds is considered particularly time sensitive since it was listed as a task to be completed in the City's 2017 Housing Element (its 5th Cycle). Now that the City is moving forward with the State-mandated update of the City's next Housing Element (6th Cycle) submittal, commitments made during the 5th Cycle must be fulfilled or Jurupa Valley's certification may be compromised. It is important to note that maintaining a "certified" Housing Element status is essential or the City could be at risk to lose its existing certification and be ineligible for any future HCD grant funding. As a result, it is recommended that the standard be revised to eliminate the "per bed" requirement.

Distance Requirement

The JVMC currently requires that emergency shelters be setback from airports and airport landing strips by varying distances depending on the proposed location of the facility in proximity to the airport/landing strip. As indicated previously, the City inherited the County of Riverside zoning regulations upon its incorporation. Since then, State law has changed and the limitation these setbacks requirements impose must be removed so the JVMC is no more restrictive than the provisions of State law (Senate Bill 2 (SB2)).

Senate Bill 2 establishes the maximum development standards a city may adopt. The City may only establish a 300-foot distance between two shelters and no other distance or setback requirements are allowed. With the removal of the following development standards, the City will be compliant with State law.

Sec. 9.145.050. Development Standards.

The following standards of development are required in the Industrial-Park Zone:

(15) Emergency shelters. In addition to all other development standards of the Industrial-Park Zone, the following development standards shall apply to emergency shelters:

(k) No emergency shelter shall be located within one thousand, seven-hundred (1,700) feet of any point on the centerline of a runway of a public use airport if the runway is less than six thousand (6,000) feet in length. No emergency shelter shall be located within two thousand five hundred feet (2,500) feet of any point on the centerline of a runway of a public use airport if the runway is six thousand (6,000) feet or more in length but less

than twelve thousand (12,000 feet) in length. No emergency shelter shall be located within three thousand (3,000) feet of any point on the center line of a runway of a public use airport or a military airport if the runway is twelve thousand (12,000) feet or more in length.

(l) The maximum number of beds in an emergency shelter shall be eleven (11) when the emergency shelter is located within twenty-one thousand, five hundred feet of any point on the center line of a runway of a public use airport or located within forty-three thousand, three hundred (43,300) feet of any point on the center line of a runway of a military airport. In all other instances, the maximum number of beds in an emergency shelter shall be seventy-five (75).

We recommend the following:

a) removal of the both regulations for parking spaces and separation distance; and
b) adoption of a standard that requires emergency shelters to be at least 300 feet apart from each other.

These two actions will ensure consistency with SB 2 and lend to the City's certification of its next Housing Element.

Other Code Change

State law mandates that the City allow emergency shelters as "permitted uses," which means it can not be subject to a Conditional Use Permit approval or any other discretionary permit approval. Although the JVMC includes emergency shelters in the Industrial-Park Zone, it is not currently listed as a permitted use "by right." Although such facilities are presumed to be allowed in the Industrial Park (IP) Zone, the Code is not clear that they are permitted by right. Emergency shelters are currently subject to either a Conditional Use Permit or a Site Development Permit, which are both discretionary entitlements. A strict reading of the law could determine the City's regulations as non-compliant with State law. It is recommended that a new section be created that identifies emergency shelters as permitted uses by right. The new section is included as a change described in the attached draft ordinance.

Assembly Bill 101

Additionally, at the December 3, 2020 City Council meeting, the City Council initiated an amendment in response to the passage of Assembly Bill 101 (AB 101). AB 101 requires a city to add a new section to its zoning code pertaining to factors that a city uses to assess the need for an emergency shelter and to establish "Low Barrier Navigation Centers" as a use allowed "by right" (no entitlement required) if certain requirements are met. The bill defines "Low Barrier Navigation Centers" as a low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter and housing.

Developing the provisions required by AB 101 will require substantial review and analysis. The goal is to adopt a Code amendment to be in compliance with AB 101 within the next year. Undertaking the effort at this time will impede the timely passage of the aforementioned parking revision, the immediate need to remove the airport/landing strip setbacks, and the desired clarification allowing emergency shelters "by right." These are considered essential changes required for adoption prior to submittal of the City's updated Housing Element expected for May 2021.

Recommendations for changes necessitated by AB 101 to the Planning Commission are anticipated to be made to the Planning Commission after the new Housing Element is submitted to the State for certification in October 2021.

NOTICING REQUIREMENT

A public hearing notice was published in the Press Enterprise on February 28, 2021.

CEQA DETERMINATION

The proposed Zoning Code text amendment to Jurupa Valley Municipal Code Chapter 9.145 to amend distance, parking, and other development standards for emergency shelters for homeless individuals consistent with State law, is exempt from CEQA because the Zoning Code Amendment is covered by the common sense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. In this case, the amended development standards to be imposed on emergency shelters will not result in an immediate or indirect change to the physical environment.

CONCLUSION

The proposed Zoning Code text amendments will make the current Code consistent with State housing laws and fulfill the City's Housing Element's 5th Cycle requirements. As the next cycle (Sixth Cycle) for updating the Housing Element approaches, the City will schedule its amendment of the Zoning Code to include provisions related to Low Barrier Navigation Centers for consistency with AB 101.

Prepared by:

Tamara Campbell

Tamara Campbell
Principal Planner

Submitted by:

Joe Perez

Joe Perez
Community Development Director

Reviewed by:

//s// Serita Young

Serita Young
Deputy City Attorney

ATTACHMENTS

1. Planning Commission Resolution No. 2021-03-10-01
2. Exhibit "A" Draft Ordinance
3. December 3, 2020 City Council Staff Report and Minutes
4. Zoning Code Chapter 9.145 Industrial Park (I-P) Zone

PC PACKET 03.10.21

ATTACHMENT 1

RESOLUTION NO. 2021-03-10-01

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF JURUPA VALLEY RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY AMEND SECTIONS 9.145.020 ("USES PERMITTED") AND 9.145.050 ("DEVELOPMENT STANDARDS") OF CHAPTER 9.145 ("I-P ZONE (INDUSTRIAL PARK)") OF TITLE 9 ("PLANNING AND ZONING") OF THE JURUPA VALLEY MUNICIPAL CODE CONCERNING EMERGENCY SHELTER DEVELOPMENT STANDARDS, AND MAKE A DETERMINATION OF EXEMPTION UNDER CEQA GUIDELINES SECTION 15061(B)(3)

THE PLANNING COMMISSION OF THE CITY OF JURUPA VALLEY DOES RESOLVE AS FOLLOWS:

Section 1. **Zoning Code Amendment.**

(a) At the December 3, 2020 regular City Council meeting, the City Council initiated an amendment to Sections 9.145.020 and 9.145.050 of Chapter 9.145 ("I-P Zone (Industrial Park)") of Title 9 ("Planning and Zoning") of the Jurupa Valley Municipal Code, to amend parking and distance development standards applicable to emergency shelters for individuals experiencing homelessness (ZCA No. 21003) (the "Code Amendment"), and requested that the Planning Commission study and report on the proposed Code Amendment, attached hereto as Exhibit "A".

(b) Section 9.285.010 of the Jurupa Valley Municipal Code provides that amendments to Title 9 may be initiated by either the Planning Commission or the City Council.

(c) Section 9.285.010 of the Jurupa Valley Municipal Code provides that amendments to Title 9 shall be made in accordance with the procedure set forth in Government Code Section 65800 *et seq.*, as now enacted and hereafter amended, and the requirements of Chapter 9.285.

(d) Section 9.285.030 of the Jurupa Valley Municipal Code provides that amendments to Title 9 that propose to regulate the use of buildings, structures, and land as between industry, business, residents, open space, and other purposes, and that propose to regulate the use of lots, yards, courts, and other open spaces, shall be adopted in the manner set forth in Section 9.285.040. Further, Government Code Section 65853 provides that an amendment to a zoning ordinance, which amendment proposes to impose any regulations listed in Government Code Section 65850 not theretofore imposed, must be adopted in the manner set forth in Government Code Sections 65854 to 65857, inclusive.

(e) Section 9.285.040 of the Jurupa Valley Municipal Code provides that the Planning Commission must hold a public hearing on the proposed amendment. After closing the public hearing the Planning Commission must render its decision within a reasonable time and

transmit it to the City Council in the form of a written recommendation, which must contain the reasons for the recommendation. If the Planning Commission does not reach a decision due to a tie vote, that fact must be reported to the City Council and the failure to reach a decision shall be deemed a recommendation against the proposed amendment.

(f) Government Code Section 65853 provides that when the legislative body has requested the planning commission to study and report upon an amendment to the zoning ordinance and the planning commission fails to act upon such request within a reasonable time, the legislative body may, by written notice, require the planning commission to render its report within 40 days. Upon receipt of the written notice, the planning commission, if it has not done so, shall conduct the public hearing as required by Section 65854. Failure to so report to the legislative body within the above time period shall be deemed to be approval of the proposed amendment to the zoning ordinance.

(g) Government Code Section 65854 provides that the planning commission shall hold a public hearing on the proposed amendment to a zoning ordinance. Notice of the hearing shall be given pursuant to Government Code Section 65090.

(h) Government Code Section 65855 provides that after the hearing, the planning commission shall render its decision in the form of a written recommendation to the legislative body. Such recommendation shall include the reasons for the recommendation, the relationship of the proposed amendment to the general plan, and shall be transmitted to the legislative body in such form and manner as may be specified by the legislative body.

Section 2. **Procedural Findings**. The Planning Commission of the City of Jurupa Valley does hereby find, determine and declare that:

(a) ZCA No. 21003 (the "Project") was processed including, but not limited to, a public notice, in the time and manner prescribed by State law and Jurupa Valley Ordinances.

(b) On March 10, 2021, the Planning Commission of the City of Jurupa Valley held a public hearing on ZCA No. 21003, at which time all persons interested in the Project had the opportunity and did address the Planning Commission on these matters. Following the receipt of public testimony the Planning Commission closed the public hearing.

(c) All legal preconditions to the adoption of this Resolution have occurred.

Section 3. **California Environmental Quality Act Findings**. The Planning Commission of the City of Jurupa Valley hereby recommends that the City Council of the City of Jurupa Valley make the following environmental findings and determinations in connection with the approval of ZCA No. 21003:

(a) The proposed Code Amendment is exempt from the requirements of the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed Code Amendment, amending parking and distance development standards applicable to emergency shelters for individuals experienceing homeless, will have a significant effect on the environment. The proposed Code Amendment is an administrative

process of the City that will not result in direct or indirect physical changes in the environment. The City Council has reviewed the administrative record concerning the proposed Code Amendment and the proposed CEQA determinations, and based on its own independent judgment, finds that the Code Amendment set forth in this Ordinance is not subject to, or exempt from, the requirements of the CEQA and the State CEQA Guidelines pursuant to CEQA Section 21080.17 and CEQA Guidelines Section 15061(b)(3).

Section 4. **Findings for Recommendation of Approval of Code Amendment**. The Planning Commission of the City of Jurupa Valley does hereby recommend that the City Council of the City of Jurupa Valley find and determine that the proposed Code Amendment (ZCA No. 21003) should be adopted because:

(a) The proposed Code Amendment is consistent with the City of Jurupa Valley 2017 General Plan in that the Housing Element of the City's General Plan was deemed "certified" by the State of California Department of Houisng and Community Development contingent upon the City adopting the ordinance revisions for "Emergency Shelters" as presented to the Planning Commission on March 10, 2021 prescribed by State Housing legislation.

Section 5. **Recommendation of Approval of Code Amendment**. Based on the foregoing, the Planning Commission of the City of Jurupa Valley hereby recommends that the City Council of the City of Jurupa Valley adopt the proposed Code Amendment attached hereto as Exhibit "A".

Section 6. **Certification**. The Community Development Director shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of Jurupa Valley on this 10th day of March, 2021.

_____

Penny Newman
Chair of Jurupa Valley Planning Commission

ATTEST:

_____

Joe Perez
Community Development Director/Secretary to the Planning Commission

STATE OF CALIFORNIA)

COUNTY OF RIVERSIDE) ss.

CITY OF JURUPA VALLEY)

I, Joe Perez, Community Development Director of the City of Jurupa Valley, do hereby certify that the foregoing Resolution No. 2021-03-10-01 was duly adopted and passed at a meeting of the Planning Commission of the City of Jurupa Valley on the 10th day of March 2021, by the following vote, to wit:

AYES: COMMISSION MEMBERS:

NOES: COMMISSION MEMBERS:

ABSENT: COMMISSION MEMBERS:

ABSTAIN: COMMISSION MEMBERS:

JOE PEREZ
COMMUNITY DEVELOPMENT DIRECTOR

PC PACKET 03.10.21

ATTACHMENT 2

EXHIBIT "A"

ORDINANCE NO. 2021-XX

AN ORDINANCE OF THE CITY OF JURUPA VALLEY AMENDING SECTIONS 9.145.020 ("USES PERMITTED") AND 9.145.050 ("DEVELOPMENT STANDARDS") OF CHAPTER 9.145 ("I-P ZONE (INDUSTRIAL PARK)") OF TITLE 9 ("PLANNING AND ZONING") OF THE JURUPA VALLEY MUNICIPAL CODE CONCERNING EMERGENCY SHELTER DEVELOPMENT STANDARDS, AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION 15061(B)(3) OF THE CEQA GUIDELINES

THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES ORDAIN AS FOLLOWS:

Section 1. **Project Procedural Findings**. The City Council of the City of Jurupa Valley does hereby find, determine and declare that:

(a) At the December 3, 2020 regular City Council meeting, the City Council initiated an amendment to Sections 9.145.020 and 9.145.050 of Chapter 9.145 ("I-P Zone (Industrial Park)") of Title 9 ("Planning and Zoning") of the Jurupa Valley Municipal Code, to amend parking and distance development standards applicable to emergency shelters for individuals experiencing homelessness (ZCA No. 21003) (the "Code Amendment"), and requested that the Planning Commission study and report on the proposed Code Amendment, as set forth in this Ordinance.

(b) On March 10, 2021, the Planning Commission of the City of Jurupa Valley held a public hearing on the proposed Code Amendment set forth in this Ordinance, at which time all persons interested in the proposed Code Amendment had the opportunity and did address the Planning Commission on these matters. Following the receipt of public testimony the Planning Commission closed the public hearing. At the conclusion of the Planning Commission hearings and after due consideration of the testimony, the Planning Commission adopted Resolution No. 2021-03-10-01 recommending that the City Council approve the proposed Code Amendment.

(c) On _____ ____, 2021, the City Council of the City of Jurupa Valley held a duly noticed public hearing on the proposed Code Amendment, at which time all persons interested in the Project had the opportunity and did address the City Council on these matters. Following the receipt of public testimony the City Council closed the public hearing and duly considered the written and oral testimony received.

(d) All legal preconditions to the adoption of this Ordinance have occurred.

Section 2. **California Environmental Quality Act Findings**. The proposed Code Amendment is exempt from the requirements of the California Environmental Quality Act

("CEQA") and the City's local CEQA Guidelines pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed Code Amendment, amending parking and distance development standards applicable to emergency shelters for individuals experiencing homeless, will have a significant effect on the environment. The proposed Code Amendment is an administrative process of the City that will not result in direct or indirect physical changes in the environment. The City Council has reviewed the administrative record concerning the proposed Code Amendment and the proposed CEQA determinations, and based on its own independent judgment, finds that the Code Amendment set forth in this Ordinance is not subject to, or exempt from, the requirements of the CEQA and the State CEQA Guidelines pursuant to CEQA Section 21080.17 and CEQA Guidelines Section 15061(b)(3).

Section 3. **Project Findings**. The City Council hereby finds, as required by the Jurupa Valley Ordinances and applicable state law, that the proposed Code Amendment should be adopted because the proposed Code Amendment is consistent with the City of Jurupa Valley 2017 General Plan in that the City's General Plan Housing Element was deemed "certified" by the State of California Department of Housing and Community Development contingent on the City adopting the ordinance revisions for "Emergency Shelters" as presented to the Planning Commission on March 10, 2021 prescribed by State Housing Legislation.

Section 4. **Amendment to Section 9.145.020**. A new Subsection J. is hereby added to Section 9.145.020., Uses Permitted, of Chapter 9.145, I-P Zone (Industrial Park), of Title 9, Planning and Zoning, of the Jurupa Valley Municipal Code to read as follows:

"J. Emergency shelters are permitted, subject to compliance with the development standards set forth in Section 9.145.050, and provided a building permit has been approved pursuant to the provisions of Title 8.

Section 5. **Amendment to Section 9.145.050**. Subsection (15) of Section 9.145.050., Development Standards, of Chapter 9.145, I-P Zone (Industrial Park), of Title 9, Planning and Zoning, of the Jurupa Valley Municipal Code is hereby amended to read as follows:

"(15) Emergency shelters. In addition to all other development standards of the I-P Zone, the following development standards shall apply to emergency shelters:

(a) For purposes of this section, the term "client" shall mean a homeless person who uses the facilities of an emergency shelter to eat, shower or sleep but is not a staff member.

(b) A minimum of one hundred and twenty-five (125) square feet of floor area shall be provided for each client served (eating, showering or sleeping) at any one time. One (1) bed shall be provided for each client sleeping at the emergency shelter.

(c) The minimum interior waiting and client intake area for a shelter with fourteen (14) or fewer beds shall be one hundred and twenty-five (125) square feet. The minimum interior waiting and client intake area for a

shelter with fifteen (15) or more beds shall be two hundred (200) square feet.

(d) The minimum exterior waiting and client intake area for a shelter with fourteen (14) or fewer beds shall be four hundred and fifty (450) square feet. The minimum exterior waiting and client intake area for a shelter with fifteen (15) or more beds shall be nine hundred (900) square feet.

(e) The following off-street parking shall be provided: One (1) space each for the maximum number of employees who will be present on the site at the same time~~ and one (1) space for each size client beds in the shelter~~, rounded up to the nearest whole number..

(f) Outdoor lighting shall be provided in all parking areas, exterior waiting and client intake areas, and outdoor common areas.

(g) If the emergency shelter accommodates both men and women, separate sleeping, lavatory and bathing areas shall be provided for men and for women.

(h) An emergency shelter shall have a manager and at least one (1) other staff member present on site during all hours of operation. If the emergency shelter accommodates both men and women, one (1) employee, manager or staff member, of each sex shall be present during all hours of operation. The manager and all staff members shall be persons who maintain a separate residence.

(i) No client shall be allowed to stay more than three hundred (300) total days within any twelve (12) month period or more than one hundred and eighty (180) consecutive days.

(j) No emergency shelter shall be located on a lot where any lot line of such lot is within three hundred (300) feet of any lot line of a lot where another emergency shelter is located.

~~(k) No emergency shelter shall be located within one thousand, seven hundred (1,700) feet of any point on the centerline of a runway of a public-use airport if the runway is less than six thousand (6,000) feet in length. No emergency shelter shall be located within two thousand five hundred (2,500) feet of any point on the centerline of a runway of a public-use airport if the runway is six thousand (6,000) feet or more in length but less than twelve thousand (12,000) feet in length. No emergency shelter shall be located within three thousand (3,000) feet of any point on the centerline of a runway of a public-use airport or a military airport if the runway is twelve thousand (12,000) feet or more in length.~~

~~(l) The maximum number of beds in an emergency shelter shall be eleven (11) when the emergency shelter is located within twenty-one thousand, five~~

~~hundred (21,500) feet of any point on the centerline of a runway of a public-use airport or located within forty-three thousand, three hundred (43,300) feet of any point on the centerline of a runway of a military airport. In all other instances, the maximum number of beds in an emergency shelter shall be seventy-five (75).~~"

Section 6. **Severability**. If any sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each sentence, clause or phrase thereof irrespective of the fact that any one or more sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

Section 7. **Effect of Ordinance**. This Ordinance is intended to supersede any ordinance or resolution of the County of Riverside adopted by reference by the City of Jurupa Valley in conflict with the terms of this Ordinance.

Section 8. **Certification**. The City Clerk of the City of Jurupa Valley shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted in the manner required by law.

Section 9. **Effective Date**. This Ordinance shall take effect on the date provided in Government Code Section 36937.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Jurupa Valley on this ___ day of _____, 2021.

_____
Lorena Barajas
Mayor

ATTEST:

_____
Victoria Wasko, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)

COUNTY OF RIVERSIDE) ss.

CITY OF JURUPA VALLEY)

I, Victoria Wasko, CMC, City Clerk of the City of Jurupa Valley, do hereby certify that the foregoing Ordinance No. 2021-XX was duly introduced at a meeting of the City Council of the City of Jurupa Valley on the ____ day of _____, 2021, and thereafter at a regular meeting held on the ____ day of _____, 2021, it was duly passed and adopted by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this ____ day of _____, 2021.

_____
Victoria Wasko, City Clerk
City of Jurupa Valley

PC PACKET 03.10.21

ATTACHMENT 3

City of Jurupa Valley

STAFF REPORT

DATE: DECEMBER 3, 2020

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: ROD BUTLER, CITY MANAGER
BY: JOE PEREZ, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: AGENDA ITEM NO. 14.A

INITIATION OF A STUDY TO REVISE ZONING CODE DEVELOPMENT STANDARDS TO ACHIEVE CONSISTENCY WITH THE GENERAL PLAN, ASSEMBLY BILL 101 AND ASSEMBLY BILL 139

RECOMMENDATION

That the City Council initiate a study to revise Jurupa Valley Zoning Ordinance Sections 9.145.050.K(e) and 9.145.050(k) to establish a homeless shelter parking requirement of one space per employee or volunteer; eliminate the prohibition of or modify the operation of an emergency shelter within any distance of an airport; and add new Sections to reflect new state law, pertaining to, among other things, the factors the City uses to assess the need for an emergency shelter and establish that low barrier navigation centers are allowed "by right" if certain requirements are met.

This action will result in consistency between the zoning code and the General Plan in addition to bringing the City into compliance with State Law.

BACKGROUND

Page 82 of the City's Housing Element reads as follows:

"An emergency shelter is a facility that provides temporary shelter and feeding of indigents or disaster victims, operated by a public or non-profit agency. State law requires jurisdictions to identify adequate sites for housing that will be made available through appropriate zoning and development standards to facilitate and encourage the development of a variety of housing types for all income levels, including emergency shelters and transitional housing (§65583(c)(1) of the *California Government Code*). State law (SB 2) requires that local jurisdictions make provisions in their zoning codes to permit emergency shelters by right in at least one zoning district where adequate capacity is available to accommodate at least one year-round shelter. Local jurisdictions may establish standards to regulate the development of emergency shelters.

The City of Jurupa Valley permits emergency shelters in its Industrial Park (I-P) zone, subject to the development standards allowed under SB 2, such as minimum floor area for each client, minimum interior waiting and client intake areas, off-street parking and outdoor lighting requirements, and the requirement for an on-site manager and at least one additional staff member to be present on-site during hours of operation.

The City has a number of large, vacant I-P zoned sites totaling 290 acres. Upon incorporation, the City adopted the Riverside County Zoning Code by reference. The County Zoning Code contains distance requirements for emergency shelters that are above and beyond the basic 300-foot distance between two shelters as permitted by SB 2. As part of the development of the City's first General Plan, and accompanying comprehensive Zoning Code update, the City will remove the distance requirement between emergency shelters and airports. With this amendment, the City's provisions for emergency shelters will fully comply with SB 2.

Subsequent to the General Plan adoption, two additional state laws went into effect that must be addressed in order for the California State Department of Housing and Community Development to certify/approve the City's Sixth Cycle Housing Element: Assembly Bill 101 and Assembly Bill 139.

Among other things, Assembly Bill 101 requires that a Low Barrier Navigation Center use be allowed by right, as defined, in areas zoned for mixed uses and nonresidential zones permitting multifamily uses if it meets specified requirements. The bill defines "Low Barrier Navigation Center" as a Housing First, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing. The bill defines the term "use by right" in this context to mean that the City's review of the Low Barrier Navigation Center development may not impose certain requirements, such as a conditional use permit or other discretionary review or approval. In addition, Assembly Bill 101 clarifies how the City must calculate areas dedicated for residential use for projects proposed under existing State Density Bonus Law. We recommend codification of these state requirements in order to ensure clarity for both project proponents and the City.

Assembly Bill 139 establishes new requirements for the preparation of Housing Elements, and it authorizes the City to apply a written objective standard that provides sufficient parking to accommodate the staff working in the emergency shelter, except as provided. We recommend amending the Zoning Ordinance for consistency and clarity in this new parking requirement, as noted above.

ANALYSIS

As noted, the above Zoning Code Amendments are required in order for the City's Housing Element to be certified/approved. We intend to begin work on these amendments well in advance of the approval process of the City's Sixth Cycle Housing Element so that there is no delay in gaining approval by the State of California Department of Housing and Community Development. Comprehensive discussion and analysis of the proposed Amendments will be provided to the City Council when precise language

has been crafted by us. As with all Zoning Code Amendments, the codification process will include the solicitation of public input and review by the Planning Commission. It is anticipated that these Amendments will return to Council for action in the first quarter of calendar year 2021.

FINANCIAL IMPACT

No General Fund impact. The cost associated with Planning Department staff time to prepare these amendments is estimated at $3,500.00, and funding is anticipated to come from the $500,000 Local Early Action Planning Grant funds recently awarded by the State of California's Housing and Community Development Department.

ALTERNATIVES

1. *Recommended Action*: That the City Council initiate a study to revise Jurupa Valley Zoning Ordinance Sections 9.145.050.K(e) and 9.145.050(k) to establish a homeless shelter parking requirement of one space per employee or volunteer; eliminate the prohibition of operating an emergency shelter within any distance of an airport; and add new Sections pertaining to the factors the City uses to assess the need for an emergency shelter. This action will result in consistency between the zoning code and the General Plan in addition to bringing the City into compliance with State Law.
2. Provide alternative direction to staff.
3. Council may elect to not direct staff to work on these amendments. However, this will result in the City's Sixth Cycle Housing Element, which is now being prepared, to be found uncertifiable by the State of California's Housing and Community Development Department, because it is not in compliance with state law.

Prepared by:

Joe Perez
Community Development Director

Submitted by:

Rod B. Butler
City Manager

Reviewed by:

(Abdon Padilla for Connie Cardenas)
Connie Cardenas
Administrative Services Director

Reviewed by:

Peter M. Thorson
City Attorney

PC PACKET 03.10.21

ATTACHMENT 4

CHAPTER 9.145. - I-P ZONE (INDUSTRIAL PARK)

Sec. 9.145.010. - Scope.

The provisions of this chapter shall apply in all I-P Zones:

Sec. 9.145.020. - Uses permitted.

A. The following uses are permitted, provided an industrial park site development permit has been approved pursuant to the provisions of Section 9.240.330:

(1) The following industrial and manufacturing uses:

(a) Food, lumber, wood, and paper products:

(i) Grain and bakery products.

(ii) Sugar and confectionary products.

(iii) Nonalcoholic beverages.

(iv) Ice.

(v) Manufacture of furniture and fixtures including cabinets, partitions, and similar items.

(vi) Printing and publishing or newspapers, periodicals, books, forms, cards, and similar items.

(vii) Binding of books and other publications.

(b) Textile and leather products:

(i) Wearing apparel and accessory products.

(ii) Manufacture of handbags, luggage, footwear, and other personal leather goods.

(c) Chemical and glass products:

(i) Pharmaceutical research and manufacture.

(ii) Glassblowing, pressing, cutting, and other glassware products.

(d) Metal, machinery, and electrical products:

(i) Jewelry manufacture and repair.

(ii) Manufacture, assembly, testing and repair of components, devices, equipment and systems of an electrical, electronic, or electro-mechanical nature, such as, but not limited to:

a. Television and radio equipment and systems.

b. Phonographs and audio units.

c. Metering instruments, equipment and systems.

d. Radar, infrared and ultraviolet equipment and systems.

e. Coils, tubes, semiconductors and similar components.

f. Scientific and mechanical instruments.

g. Data processing equipment and systems.

h. Communication, navigation control, transmission and reception equipment, control transmission and reception equipment, control equipment and systems, guidance equipment and systems.

i. Musical and recording equipment.

(iii) Office and computing machine manufacture, repair,

and sales.

(iv) Control devices and gauges.

(v) Equipment sales, rental and storage.

(vi) Appliance manufacture, and repair.

(vii) Manufacture of lighting fixtures, and supplies.

(e) Transportation and related industries (Reserved).

(f) Engineering and scientific instruments: Manufacture and repair of engineering, scientific, and medical instrumentation, including, but not limited to:

(i) Measuring devices, watches, clocks, and related items.

(ii) Optical goods.

(iii) Medical, and dental instruments.

(iv) Engineering, survey, and drafting instruments.

(v) Photographic equipment.

(g) Industrial uses:

(i) Public utility substations and storage buildings.

(ii) Communications and microwave installations.

(iii) Telephone exchanges and switching equipment.

(iv) Post offices.

(v) Fire and police stations.

(vi) Water and gas company service facilities.

(vii) Parcel delivery services.

(viii) Mini warehouses.

(2) The following service and commercial uses:

(a) Banks and financial institutions.

(b) Blueprint and duplicating services.

(c) Laboratories, film, medical, research, or testing centers.

(d) Office equipment sales and service.

(e) Offices, professional sales and service, including business, law, medical, dental, chiropractic, architectural and engineering.

(f) Parking lots and parking structures.

(g) Restaurants and other eating establishments.

(h) Barber and beauty shops.

(i) Day care centers.

(j) Health and exercise centers.

(k) Mobilehomes, provided they are kept mobile and licensed pursuant to state law, when used for construction offices and caretaker's quarters on construction sites for the duration of a valid building permit.

(l) One (1) family dwellings on the same parcel as the industrial or commercial use provided such dwellings are occupied exclusively by the proprietor or caretaker of the use and their immediate families.

(m) Signs, on-site advertising.

(n) Automobile service stations, not including the concurrent sale of beer and wine for off-premises consumption.

(o) Motels.

(p) Churches, temples, or other structures used primarily for

religious worship.

B. The following uses are permitted provided a conditional use permit has been granted pursuant to Section 9.240.280:

(1) Airports.

(2) Heliports.

(3) Lumber yards.

(4) Vehicle storage and impoundment within an enclosed building.

(5) Trailer, recreational vehicle, and boat storage within an enclosed building.

(6) Warehousing and distribution.

(7) Mini storage facilities for the general public.

(8) Cold storage facilities.

(9) Recycling collection facilities.

(10) Recycling processing facilities.

C. A conditional use permit required for the uses listed in subsection (B)(3)—(10) of this section shall not be granted unless the applicant demonstrates that the proposed use meets the general welfare standard articulated in Section 9.240.280(4) and meets all of the following additional findings:

(1) The proposed use will not adversely affect any residential neighborhood or property in regards to aesthetics, solar access, privacy, noise, fumes, odors or lights.

(2) The proposed use will not impact traffic on local or collector streets.

(3) The proposed use is adequately buffered from sensitive uses in t that may include, but not be limited to, churches, child care facili schools, parks and recreation facilities.

(4) The proposed use does not pose a hazard or potential to subject other properties in the vicinity to potential blight or crime.

D. Development agreement. Notwithstanding any other provision, the requirement of a conditional use permit in subsection (B)(3)—(10) of this section shall not apply to any property for which a development agreement has been adopted by the City Council.

E. Prospective application. No conditional use permit shall be required for those uses which are being exercised and legally permitted on the effective date of Ordinance No. 2012-10, which have received discretionary or ministerial approvals issued by the County or City of Jurupa Valley are still in effect, as of the effective date of Ordinance No. 2012-10.

F. Sex-oriented businesses, subject to the provisions of Chapter 5.60. The uses listed in subsections (A) and (B) of this section do not include sex-oriented businesses.

G. Any use that is not specifically listed in subsections (A) and (B) of this section may be considered a permitted or conditionally permitted use provided that the Planning Director finds that the proposed use is substantially the same in character and intensity as those listed in the designated subsections. Such a use is subject to the permit process which governs the category in which it falls.

H. Warehousing and shipping uses are prohibited as primary uses

where they conflict with the Mira Loma Warehouse policy identified as Planning Department Policy Directive 12-01.

I. It is the intent of the City Council that a legally established pre-existing land use of an occupied property shall not assume a nonconforming status as a result of the adoption of the 2017 General Plan and the concurrent or subsequent adoption of a change of zone for consistency with the 2017 General Plan. Any pre-existing use certified pursuant to [Section 9.240.080] that is not specifically listed in subsections A. and B. shall be considered a permitted or conditionally permitted use the same as provided for such use under the zoning classification of the subject property prior to the adoption of the new zoning classification concurrent with, or subsequent to, the effective date of City Council Resolution No. 2017-14[A5] adopting the 2017 General Plan. The expansion of significant modification of such a pre-existing use shall be subject to the approval process and zoning requirements that had governed the category of use in which it fell under the prior zoning classification. However, nothing in this subsection shall be construed to mean that a site development permit or conditional use permit is required to continue such pre-existing use.

(Ord. No. 2012-02, § 1, 6-7-2012; Ord. No. 2012-10, § 1(A), 11-1-2012; Ord. No. 2017-09, §§ 7A., 8G., 9-21-2017)

Sec. 9.145.030. - Planned industrial developments.

Planned industrial developments are permitted provided a land division has been approved pursuant to the provisions of Title 7.

Sec. 9.145.040. - Industrial park site development permit.

Applications for an industrial park site development permit shall be made pursuant to the provisions of Section 9.240.330. In addition to the requirements of Section 9.240.330, the application shall contain:

(1) A description of the proposed industrial operation in sufficient detail to fully describe the nature and extent of the proposed use.

(2) Plans or reports describing proposed methods for handling traffic, noise, glare, odor, vibration, hazardous gases, liquids and other materials.

(3) Plans or reports showing proposed method for treatment and disposal of sewage and industrial and toxic waste materials.

(4) An architectural perspective of all buildings and grounds showing the relationship of the proposed development to adjacent properties.

(Ord. No. 2012-02, § 1, 6-7-2012)

Sec. 9.145.050. - Development standards.

The following standards of development are required in the I-P Zone:

(1) The minimum lot size shall be twenty thousand (20,000) square feet with a minimum average lot width of one hundred (100) feet.

(2) The maximum height of all structures, including buildings, shall be thirty-five (35) feet at the yard setback line. Any portion of a structure that exceeds thirty-five (35) feet in

height shall be set back from each yard setback line not less than two (2) feet for each one (1) foot in height that is in excess of thirty-five (35) feet. All buildings and structures shall not exceed fifty (50) feet in height, unless a height up to seventy-five (75) feet for buildings, or one hundred and five (105) feet for other structures is specifically permitted under the provisions of Section 9.240.370.

(3) A minimum fifteen (15) percent of the site shall be landscaped and automatic irrigation shall be installed.

(4) A minimum twenty-five (25) foot setback shall be required on any street. A minimum ten (10) foot strip adjacent to the street line shall be appropriately landscaped and maintained, except for designated pedestrian and vehicular accessways. The remainder of the setback may be used for off-street automobile parking, driveways or landscaping.

(5) The minimum sideyard setback shall equal not less than ten (10) feet for the two (2) side lot areas combined.

(6) The minimum rear yard setback shall be fifteen (15) feet.

(7) A minimum fifty (50) foot setback shall be required on any boundary where the industrial property abuts a residential or commercially zoned property. A minimum of twenty (20) feet of the setback shall be landscaped, unless a tree screen is approved, in which case the setback area may be used for automobile parking, driveways or landscaping. Block walls or other fencing may be required.

(8) Parking, loading, trash and service areas shall be screened by structures or landscaping. They shall be located in such a

manner as to minimize noise or odor nuisance. Block walls or other fencing may be required.

(9) Outside storage shall be screened with structures or landscaping. Landscaping shall be placed in a manner adjacent to the exterior boundaries of the area so that materials stored are screened from view. If a non-screened exhibit of products is proposed, it shall be part of the industrial park site development permit, and shall be set back at least ten (10) feet from the street line.

(10) Automobile parking shall be provided as required by Section 9.240.120.

(11) All new utilities shall be underground.

(12) All roof mounted mechanical equipment shall be screened from the ground elevation view to a minimum sight distance of one thousand, three hundred and twenty (1,320) feet.

(13) All signs shall be in conformance with Chapter 9.245.

(14) All lighting, including spotlights, floodlights, electrical reflectors and other means of illumination for signs, structures, landscaping, parking, loading, unloading and similar areas shall be focused, directed, and arranged to prevent glare or direct illumination on streets or adjoining property.

(15) Emergency shelters. In addition to all other development standards of the I-P Zone, the following development standards shall apply to emergency shelters:

(a) For purposes of this section, the term "client" shall mean a

homeless person who uses the facilities of an emergency shelter to eat, shower or sleep but is not a staff member.

(b) A minimum of one hundred and twenty-five (125) square feet of floor area shall be provided for each client served (eating, showering or sleeping) at any one time. One (1) bed shall be provided for each client sleeping at the emergency shelter.

(c) The minimum interior waiting and client intake area for a shelter with fourteen (14) or fewer beds shall be one hundred and twenty-five (125) square feet. The minimum interior waiting and client intake area for a shelter with fifteen (15) or more beds shall be two hundred (200) square feet.

(d) The minimum exterior waiting and client intake area for a shelter with fourteen (14) or fewer beds shall be four hundred and fifty (450) square feet. The minimum exterior waiting and client intake area for a shelter with fifteen (15) or more beds shall be nine hundred (900) square feet.

(e) The following off-street parking shall be provided: One (1) space each for the maximum number of employees who will be present on the site at the same time and one (1) space for each size client beds in the shelter, rounded up to the nearest whole number.

(f) Outdoor lighting shall be provided in all parking areas, exterior waiting and client intake areas, and outdoor common areas.

(g) If the emergency shelter accommodates both men and

women, separate sleeping, lavatory and bathing areas shall be provided for men and for women.

(h) An emergency shelter shall have a manager and at least one (1) other staff member present on site during all hours of operation. If the emergency shelter accommodates both men and women, one (1) employee, manager or staff member, of each sex shall be present during all hours of operation. The manager and all staff members shall be persons who maintain a separate residence.

(i) No client shall be allowed to stay more than three hundred (300) total days within any twelve (12) month period or more than one hundred and eighty (180) consecutive days.

(j) No emergency shelter shall be located on a lot where any lot line of such lot is within three hundred (300) feet of any lot line of a lot where another emergency shelter is located.

(k) No emergency shelter shall be located within one thousand, seven hundred (1,700) feet of any point on the centerline of a runway of a public-use airport if the runway is less than six thousand (6,000) feet in length. No emergency shelter shall be located within two thousand five hundred (2,500) feet of any point on the centerline of a runway of a public-use airport if the runway is six thousand (6,000) feet or more in length but less than twelve thousand (12,000) feet in length. No emergency

shelter shall be located within three thousand (3,000) feet of any point on the centerline of a runway of a public-use airport or a military airport if the runway is twelve thousand (12,000) feet or more in length.

(l) The maximum number of beds in an emergency shelter shall be eleven (11) when the emergency shelter is located within twenty-one thousand, five hundred (21,500) feet of any point on the centerline of a runway of a public-use airport or located within forty-three thousand, three hundred (43,300) feet of any point on the centerline of a runway of a military airport. In all other instances, the maximum number of beds in an emergency shelter shall be seventy-five (75).

(16) Notwithstanding the requirements of Section 9.240.270 to the contrary, any variance from the development standards of this section shall be heard by the Planning Director pursuant to Section 9.240.330(4)(b) unless the proposed use also requires approval of a conditional or public use permit.

(Ord. No. 2012-02, § 1, 6-7-2012)

ATTACHMENT 3

City of Jurupa Valley

RETURN TO AGENDA

AGENDA ITEM NO. 5.1

DRAFT MINUTES

PLANNING COMMISSION

March 10, 2021

1. Call to Order and Roll Call

A Study Session of the Jurupa Valley Planning Commission meeting was called to order at 5:30 p.m. on March 10, 2021 at the City Council Chambers, 8930 Limonite Ave., Jurupa Valley.

Members present:

- Penny Newman, Chair
- Arleen Pruitt, Chair Pro Tem
- Armando Carmona, Commission Member
- Hakan Jackson, Commission Member
- Laura Shultz, Commission Member

2. Public Appearance/Comments - None

3. Commission Business

3.1 STUDY SESSION – OVERVIEW OF CITY GOVERNMENT

Mr. Rod Butler, City Manager, and Mr. Mike Flad, Assistant City Manager, provided an introduction of themselves and a PowerPoint presentation on an overview of City Government. The presentation covered the following general topics:

- Understanding Local Government
- Branches of Local Government
- Elected Officials, Appointed Officials and Staff
- Municipal Finance
- Jurupa Valley Finances, General Fund Revenue, and General Fund Expenditures
- Significant Milestones and Major Projects
- City Hall Staffing

COMMISSIONER DISCUSSION

- Funding contracts with local agencies and accountability of services provided
- Clarification of "Revenue Sharing Neutrality"
- Recently acquired facilities

- Commissioners requested a detailed breakdown of local taxes

NO PUBLIC COMMENT RECEIVED

REGULAR SESSION

1. 7:00 P.M. – Call to Order and Roll Call

Members present:

- Penny Newman, Chair
- Arleen Pruitt, Chair Pro Tem
- Armando Carmona, Commission Member
- Hakan Jackson, Commission Member
- Laura Shultz, Commission Member

2. Pledge of Allegiance – Commissioner Hakan Jackson led the Pledge of Allegiance.

3A. Public Appearance / Comments - NONE

4. Approval of Agenda

Chair Newman moved and Commissioner Jackson seconded, a motion to approve the March 10, 2021 agenda. The motion was approved 5-0.

Ayes: Newman, Pruitt, Carmona, Jackson, Shultz

Noes: None

Abstained: None

Absent: None

5. Consent Calendar

5.1. Approval of the Minutes

5.2. Development Updates

Commissioner Shultz moved and Commissioner Jackson seconded, a motion to approve the Consent Calendar. The motion was approved 5-0.

Ayes: Newman, Pruitt, Carmona, Jackson, Shultz

Noes: None

Abstained: None

Absent: None

6. Public Hearings

6.1 ZONING CODE AMENDMENT NO. 21003 (ZCA21003) REVISING MUNICIPAL CODE CHAPTER 9.145 (INDUSTRIAL PARK (I-P) ZONE) PERTAINING TO EMERGENCY SHELTERS FOR INDIVIDUALS EXPERIENCE HOMELESSNESS

Ms. Tamara Campbell, Principal Planner, provided a PowerPoint presentation and background of Jurupa Valley's Municipal Code for Emergency Shelters in the Industrial Park Zone subject to a Site Development Permit. Ms. Campbell provided information on the following topics related to Senate Bill 2:

- Emergency Shelter Setbacks and Parking
- Site Development Permit Requirements
- Clarification of "Low Barrier Navigation Centers"

Ms. Campbell provided information of Assembly Bill (AB) 101 which further details Low Barrier Navigation Centers and City's process to address AB 101.

COMMISSIONER DISCUSSION

- Clarification on transitional housing qualifications for funding
- Discussion of current projects proposed
- Clarification on distances between emergency shelters

PUBLIC HEARING OPENED – NO COMMENTS

PUBLIC HEARING CLOSED

Chair Pro Tem Pruitt moved and Commissioner Shultz seconded, a motion to adopt Resolution No. 2021-03-10-01. The motion was approved 5-0.

Ayes: Newman Pruitt, Carmona, Jackson, Shultz

Noes: None

Abstained: None

Absent: None

6.2 ZONING CODE AMENDMENT NO. 21004 (ZCA21004) REPLACING THE TERM "PLANNING DIRECTOR" WITH THE TERM "COMMUNITY DEVELOPMENT DIRECTOR" THROUGHOUT THE MUNICIPAL CODE

Joe Perez, Community Development Director, presented the staff report that included the background of City Council initiation of the code amendment.

PUBLIC HEARING OPENED – NO COMMENTS

PUBLIC HEARING CLOSED

Commissioner Shultz moved and Commissioner Pruitt seconded the motion, to adopt Resolution No. 2021-03-10-02 recommending City Council approve Zoning Code Amendment No. 21004 (ZCA21004) replacing the term "Planning Director" with the term "Community Development Director" throughout the Municipal Code. The motion was approved 5-0.

Ayes: Newman, Pruitt, Carmona, Jackson, Shultz

Noes: None

Abstained: None

Absent: None

7. Commission Business

7.1 STUDY SESSION: MASTER APPLICATION (MA) NO. 18008 (GPA18001, CZ20004, DA18001, SDP18048 & VAR 18005)

PROJECT: "AGUA MANSA ROAD DEVELOPMENT PROJECT" – TWO (2) INDUSTRIAL WAREHOUSE BUILDINGS TOTALING 335,002 SQUARE-FEET ON 23.4 ACRES

LOCATION: 12340 AGUA MANSA ROAD (APNS: 175-210-062; 063; 032 & 034)

APPLICANT: CARSON-VA INDUSTRIAL II, LP

Ms. Rocio Lopez, Senior Planner, provided a PowerPoint presentation of the staff report. The presentation generally covered the details of the proposed project and the process including the information session and public outreach to the residential neighborhoods.

Mr. Dan Darnell, applicant representative, provided a brief history of the Carson Company and their past projects. They provided detailed information of the proposed project's economic benefits to the community.

COMMISSIONER DISCUSSION

- Concern that public informational meeting was not well attended due to the date being close to the winter holidays
- Clarification of truck moratorium for this proposed project
- Request to review the terms of Development Agreement
- Clarification of the variance request regarding building height
- Suggested that an additional information session to be held
- Clarification of drought tolerant landscaping
- Request to review applicant's labor agreement for proposed project
- Additional information regarding the types of jobs expected to be produced
- Types of enforcement capabilities the City has to enforce conditions of approval and DA
- Clear identification of truck routes
- Add more evergreens and dense landscaping along northern property line
- Consider air filters/ filtration system for homes impacted by project

7.2 STUDY SESSION: INTRODUCTION TO THE 6TH CYCLE HOUSING ELEMENT UPDATE AND PRELIMINARY SITES INVENTORY

Ms. Jean Ward, Housing Element Project Manager, and Ms. Mary Wright, Housing Element Assistant Project Manager, provided a PowerPoint presentation of the staff report. It included the overview of the Housing Element and the Housing Element Implementation Program for the 6th Cycle.

The presentation included several subtopics: preliminary sites inventory, City of Jurupa Valley population, current housing stock, demographic details, issues of affordability, housing condition,

Accessory Dwelling Units permits issued, pending legislation, and a detailed schedule of the Housing Element update for the remainder of the year.

COMMISSIONER DISCUSSION

- Clarification of overcrowding and meeting housing requirement
- ADU's are included in Regional Housing Element numbers
- Clarification of existing affordable housing vs. new units used for RHNA numbers
- Areas of the city appropriate for high density housing to be discussed in future meetings

8. Public Appearance / Comments – NONE

9. Planning Commissioners' Reports and Comments

Chair Pro Tem Pruitt thanked City Manager, Rod Butler, for providing informative updates on the City's Facebook website. Commissioner Shultz thanked staff for the Study Sessions.

10. Community Development Director's Report

Mr. Joe Perez, Community Development Director, provided updates regarding: (1) City Council actions at the March 4, 2021 City Council meeting; (2) future initiatives to improve communications regarding new development projects; and (3) plans for future Planning Commission workshops.

Respectfully submitted,

_____

Joe Perez, Community Development Director
Secretary of the Planning Commission

ATTACHMENT 4

RESOLUTION NO. 2021-03-10-01

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF JURUPA VALLEY RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY AMEND SECTIONS 9.145.020 ("USES PERMITTED") AND 9.145.050 ("DEVELOPMENT STANDARDS") OF CHAPTER 9.145 ("I-P ZONE (INDUSTRIAL PARK)") OF TITLE 9 ("PLANNING AND ZONING") OF THE JURUPA VALLEY MUNICIPAL CODE CONCERNING EMERGENCY SHELTER DEVELOPMENT STANDARDS, AND MAKE A DETERMINATION OF EXEMPTION UNDER CEQA GUIDELINES SECTION 15061(B)(3)

THE PLANNING COMMISSION OF THE CITY OF JURUPA VALLEY DOES RESOLVE AS FOLLOWS:

Section 1. **Zoning Code Amendment.**

(a) At the December 3, 2020 regular City Council meeting, the City Council initiated an amendment to Sections 9.145.020 and 9.145.050 of Chapter 9.145 ("I-P Zone (Industrial Park)") of Title 9 ("Planning and Zoning") of the Jurupa Valley Municipal Code, to amend parking and distance development standards applicable to emergency shelters for individuals experiencing homelessness (ZCA No. 21003) (the "Code Amendment"), and requested that the Planning Commission study and report on the proposed Code Amendment, attached hereto as Exhibit "A".

(b) Section 9.285.010 of the Jurupa Valley Municipal Code provides that amendments to Title 9 may be initiated by either the Planning Commission or the City Council.

(c) Section 9.285.010 of the Jurupa Valley Municipal Code provides that amendments to Title 9 shall be made in accordance with the procedure set forth in Government Code Section 65800 *et seq.*, as now enacted and hereafter amended, and the requirements of Chapter 9.285.

(d) Section 9.285.030 of the Jurupa Valley Municipal Code provides that amendments to Title 9 that propose to regulate the use of buildings, structures, and land as between industry, business, residents, open space, and other purposes, and that propose to regulate the use of lots, yards, courts, and other open spaces, shall be adopted in the manner set forth in Section 9.285.040. Further, Government Code Section 65853 provides that an amendment to a zoning ordinance, which amendment proposes to impose any regulations listed in Government Code Section 65850 not theretofore imposed, must be adopted in the manner set forth in Government Code Sections 65854 to 65857, inclusive.

(e) Section 9.285.040 of the Jurupa Valley Municipal Code provides that the Planning Commission must hold a public hearing on the proposed amendment. After closing the

public hearing the Planning Commission must render its decision within a reasonable time and transmit it to the City Council in the form of a written recommendation, which must contain the reasons for the recommendation. If the Planning Commission does not reach a decision due to a tie vote, that fact must be reported to the City Council and the failure to reach a decision shall be deemed a recommendation against the proposed amendment.

(f) Government Code Section 65853 provides that when the legislative body has requested the planning commission to study and report upon an amendment to the zoning ordinance and the planning commission fails to act upon such request within a reasonable time, the legislative body may, by written notice, require the planning commission to render its report within 40 days. Upon receipt of the written notice, the planning commission, if it has not done so, shall conduct the public hearing as required by Section 65854. Failure to so report to the legislative body within the above time period shall be deemed to be approval of the proposed amendment to the zoning ordinance.

(g) Government Code Section 65854 provides that the planning commission shall hold a public hearing on the proposed amendment to a zoning ordinance. Notice of the hearing shall be given pursuant to Government Code Section 65090.

(h) Government Code Section 65855 provides that after the hearing, the planning commission shall render its decision in the form of a written recommendation to the legislative body. Such recommendation shall include the reasons for the recommendation, the relationship of the proposed amendment to the general plan, and shall be transmitted to the legislative body in such form and manner as may be specified by the legislative body.

Section 2. **Procedural Findings**. The Planning Commission of the City of Jurupa Valley does hereby find, determine and declare that:

(a) ZCA No. 21003 (the "Project") was processed including, but not limited to, a public notice, in the time and manner prescribed by State law and Jurupa Valley Ordinances.

(b) On March 10, 2021, the Planning Commission of the City of Jurupa Valley held a public hearing on ZCA No. 21003, at which time all persons interested in the Project had the opportunity and did address the Planning Commission on these matters. Following the receipt of public testimony the Planning Commission closed the public hearing.

(c) All legal preconditions to the adoption of this Resolution have occurred.

Section 3. **California Environmental Quality Act Findings**. The Planning Commission of the City of Jurupa Valley hereby recommends that the City Council of the City of Jurupa Valley make the following environmental findings and determinations in connection with the approval of ZCA No. 21003:

(a) The proposed Code Amendment is exempt from the requirements of the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed Code Amendment, amending parking and distance

development standards applicable to emergency shelters for individuals experienceing homeless, will have a significant effect on the environment. The proposed Code Amendment is an administrative process of the City that will not result in direct or indirect physical changes in the environment. The City Council has reviewed the administrative record concerning the proposed Code Amendment and the proposed CEQA determinations, and based on its own independent judgment, finds that the Code Amendment set forth in this Ordinance is not subject to, or exempt from, the requirements of the CEQA and the State CEQA Guidelines pursuant to CEQA Section 21080.17 and CEQA Guidelines Section 15061(b)(3).

Section 4. **Findings for Recommendation of Approval of Code Amendment**. The Planning Commission of the City of Jurupa Valley does hereby recommend that the City Council of the City of Jurupa Valley find and determine that the proposed Code Amendment (ZCA No. 21003) should be adopted because:

(a) The proposed Code Amendment is consistent with the City of Jurupa Valley 2017 General Plan in that the Housing Element of the City's General Plan was deemed "certified" by the State of California Department of Houisng and Community Development contingent upon the City adopting the ordinance revisions for "Emergency Shelters" as presented to the Planning Commission on March 10, 2021 prescribed by State Housing legislation.

Section 5. **Recommendation of Approval of Code Amendment**. Based on the foregoing, the Planning Commission of the City of Jurupa Valley hereby recommends that the City Council of the City of Jurupa Valley adopt the proposed Code Amendment attached hereto as Exhibit "A".

Section 6. **Certification**. The Community Development Director shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of Jurupa Valley on this 10th day of March, 2021.

Penny Newman

Penny Newman
Chair of Jurupa Valley Planning Commission

ATTEST:

Joe Perez

Joe Perez
Community Development Director/Secretary to the Planning Commission

STATE OF CALIFORNIA)

COUNTY OF RIVERSIDE) ss.

CITY OF JURUPA VALLEY)

I, Joe Perez, Community Development Director of the City of Jurupa Valley, do hereby certify that the foregoing Resolution No. 2021-03-10-01 was duly adopted and passed at a meeting of the Planning Commission of the City of Jurupa Valley on the 10th day of March 2021, by the following vote, to wit:

AYES: COMMISSION MEMBERS:

NOES: COMMISSION MEMBERS:

ABSENT: COMMISSION MEMBERS:

ABSTAIN: COMMISSION MEMBERS:

JOE PEREZ
COMMUNITY DEVELOPMENT DIRECTOR

RETURN TO AGENDA

City of Jurupa Valley

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **JOE PEREZ, COMMUNITY DEVELOPMENT DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 16.B**

PUBLIC HEARING TO CONSIDER ZONING CODE AMENDMENT NO. 21004 (ZCA21004) REPLACING THE TERM "PLANNING DIRECTOR" WITH THE TERM "COMMUNITY DEVELOPMENT DIRECTOR" THROUGHOUT THE MUNICIPAL CODE

RECOMMENDATION

1) That the City Council conduct a first reading and introduce Ordinance No. 2021-09, entitled:

   AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, AMENDING THE JURUPA VALLEY MUNICIPAL CODE TO REPLACE THE TERM "PLANNING DIRECTOR" TO "COMMUNITY DEVELOPMENT DIRECTOR,"AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION 15061 (B) (3) OF THE CEQA GUIDELINES

BACKGROUND

On February 4, 2021, the City Council initiated a Zoning Code Amendment to update the Municipal Code by replacing the term "Planning Director" with the term "Community Development Director" throughout the Municipal Code.

On March 10, 2021, the Planning Commission conducted a public hearing and voted 5 to 0 to recommend to the City Council to approve the code amendment.

ANALYSIS

Throughout the City's Municipal Code, the term "Planning Director" is referred to for particular duties and authority. Last year, a full-time Community Development Director was hired to oversee the Community Development Department (formerly Planning Department). To provide consistency with the City's current employment title and its Municipal Code provisions, a code amendment is needed to reflect this change.

NOTICING REQUIREMENTS

An advertisement for this public hearing was published in the Press Enterprise on March 22, 2021.

ENVIRONMENTAL REVIEW

No further environmental review is necessary for ZCA21004 pursuant to Section 15061 (b) (3) (Common Sense Exemption) of Title 14 of the California Code of Regulations (State CEQA Guidelines).

FINANCIAL IMPACT

Costs associated with staff time and legal review would be funded through the General Fund.

ALTERNATIVES

1. *Recommended Action:* That the City Council conduct a first reading and introduce Ordinance No. 2021-09, approving Zoning Code Amendment No. 21004 (ZCA21004), replacing the term "Planning Director" with the term "Community Development Director" throughout the Municipal Code.
2. Provide alternative direction to staff.
3. Council may elect not to adopt Ordinance No. 2021-09.

Prepared by:

Joe Perez

Joe Perez
Community Development Director

Submitted by:

Rod B. Butler

Rod B. Butler
City Manager

Reviewed by:

Connie Cardenas

Connie Cardenas
Administrative Services Director

Reviewed by:

Peter M. Thorson
City Attorney

Reviewed by:

Michael Flad
Assistant City Manager

ATTACHMENTS

1. Ordinance No. 2021-09
2. Adopted Planning Commission Resolution No. 2021-03-10-02

ATTACHMENT 1

ORDINANCE NO. 2021-09

AN ORDINANCE OF THE CITY OF JURUPA VALLEY, CALIFORNIA, AMENDING THE JURUPA VALLEY MUNICIPAL CODE TO REPLACE THE TERM "PLANNING DIRECTOR" WITH THE TERM "COMMUNITY DEVELOPMENT DIRECTOR," AND FINDING AN EXEMPTION FROM CEQA UNDER SECTION 15061(B)(3) OF THE CEQA GUIDELINES

THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES ORDAIN AS FOLLOWS:

Section 1. **Project Procedural Findings**. The City Council of the City of Jurupa Valley does hereby find, determine and declare that:

(a) At the February 4, 2021 regular City Council meeting, the City Council initiated an amendment to the Jurupa Valley Municipal Code to replace the term "Planning Director" with the term "Community Development Director" (ZCA No. 21004) (the "Code Amendment"), and requested that the Planning Commission study and report on the proposed Code Amendment, as set forth in this Ordinance.

(b) On March 10, 2021, the Planning Commission of the City of Jurupa Valley held a public hearing on the proposed Code Amendment set forth in this Ordinance, at which time all persons interested in the proposed Code Amendment had the opportunity and did address the Planning Commission on these matters. Following the receipt of public testimony the Planning Commission closed the public hearing. At the conclusion of the Planning Commission hearings and after due consideration of the testimony, the Planning Commission adopted Resolution No. 2021-03-10-02 recommending that the City Council approve the proposed Code Amendment.

(c) On April 1, 2021, the City Council of the City of Jurupa Valley held a duly noticed public hearing on the proposed Code Amendment, at which time all persons interested in the Project had the opportunity and did address the City Council on these matters. Following the receipt of public testimony the City Council closed the public hearing and duly considered the written and oral testimony received.

(d) All legal preconditions to the adoption of this Ordinance have occurred.

Section 2. **California Environmental Quality Act Findings**. The proposed Code Amendment is exempt from the requirements of the California Environmental Quality Act ("CEQA") and the City's CEQA Guidelines pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed Zoning Code Amendment, replacing the term "Planning Director" with the term "Community Development Director," will have a significant effect on the environment. The proposed Code Amendment is an administrative process of the City that will not result in direct or indirect physical changes in the environment. The City Council has reviewed the administrative record concerning the proposed Code Amendment and the proposed CEQA determinations, and based on its own independent judgment, finds that the Code Amendment set forth in this Ordinance is not subject

to, or exempt from, the requirements of the CEQA and the State CEQA Guidelines pursuant to CEQA Section 21080.17 and CEQA Guidelines Section 15061(b)(3).

Section 3. **Project Findings**. The City Council hereby finds, as required by the Jurupa Valley Ordinances and applicable state law, that the proposed Code Amendment should be adopted because the proposed Code Amendment is consistent with the City of Jurupa Valley 2017 General Plan in that the General Plan and Zoning Code would be inconsistent with each other and the State of California Planning and Zoning Laws require that a City's General Plan and Zoning Code be consistent.

Section 4. **Amendment to Jurupa Valley Municipal Code**. City ordinances and resolutions contain references to the term "Planning Director," which is a title that is no longer a part of the City's structure. In order to effectively administer such City ordinances and resolutions:

(a) Whenever the term "Planning Director" is used the Jurupa Valley Municipal Code or relevant City ordinances or resolutions, it shall mean, and be replaced with the term "Community Development Director"; and

(b) Whenever the term "Director of Planning" is used the Jurupa Valley Municipal Code or relevant City ordinances or resolutions, it shall mean, and be replaced with the term "Community Development Director."

Section 5. **Severability**. If any sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each sentence, clause or phrase thereof irrespective of the fact that any one or more sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

Section 6. **Effect of Ordinance**. This Ordinance is intended to supersede any ordinance or resolution of the County of Riverside adopted by reference by the City of Jurupa Valley in conflict with the terms of this Ordinance.

Section 7. **Certification**. The City Clerk of the City of Jurupa Valley shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted in the manner required by law.

Section 8. **Effective Date**. This Ordinance shall take effect on the date provided in Government Code Section 36937.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Jurupa Valley on this 15th day of April, 2021.

_____
Lorena Barajas
Mayor

ATTEST:

_____
Victoria Wasko, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF JURUPA VALLEY)

I, Victoria Wasko, CMC, City Clerk of the City of Jurupa Valley, do hereby certify that the foregoing Ordinance No. 2021-09 was introduced at a meeting of the City Council of the City of Jurupa Valley on the 1st day of April, 2021, and thereafter at a regular meeting held on the 15th day of April, 2021, it was duly passed and adopted by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this 15th day of April, 2021

_____
Victoria Wasko, City Clerk
City of Jurupa Valley

ATTACHMENT 2

RESOLUTION NO. 2021-03-10-02

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF JURUPA VALLEY RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY APPROVE ZONING CODE AMENDMENT NO. 21004, REPLACING THE TERM "PLANNING DIRECTOR" WITH THE TERM "COMMUNITY DEVELOPMENT DIRECTOR," AND MAKE FINDINGS PURSUANT TO CEQA AND MAKE A DETERMINATION OF EXEMPTION UNDER CEQA GUIDELINES SECTION 15061(B)(3)

THE PLANNING COMMISSION OF THE CITY OF JURUPA VALLEY DOES RESOLVE AS FOLLOWS:

Section 1. **Zoning Code Amendment**.

(a) At the February 4, 2021 regular City Council meeting, the City Council initiated an amendment to the Jurupa Valley Municipal Code to replace the term "Planning Director" with the term "Community Development Director" (ZCA No. 21004) (the "Code Amendment"), and requested that the Planning Commission study and report on the proposed Code Amendment, attached hereto as Exhibit "A".

(b) Section 9.285.010 of the Jurupa Valley Municipal Code provides that amendments to Title 9 may be initiated by either the Planning Commission or the City Council.

(c) Section 9.285.010 of the Jurupa Valley Municipal Code provides that amendments to Title 9 shall be made in accordance with the procedure set forth in Government Code Section 65800 *et seq.*, as now enacted and hereafter amended, and the requirements of Chapter 9.285.

(d) Section 9.285.030 of the Jurupa Valley Municipal Code provides that amendments to Title 9 that propose to regulate the use of buildings, structures, and land as between industry, business, residents, open space, and other purposes, and that propose to regulate the use of lots, yards, courts, and other open spaces, shall be adopted in the manner set forth in Section 9.285.040. Further, Government Code Section 65853 provides that an amendment to a zoning ordinance, which amendment proposes to impose any regulations listed in Government Code Section 65850 not theretofore imposed, must be adopted in the manner set forth in Government Code Sections 65854 to 65857, inclusive.

(e) Section 9.285.040 of the Jurupa Valley Municipal Code provides that the Planning Commission must hold a public hearing on the proposed amendment. After closing the public hearing the Planning Commission must render its decision within a reasonable time and transmit it to the City Council in the form of a written recommendation, which must contain the reasons for the recommendation. If the Planning Commission does not reach a decision due to a tie vote, that fact must be reported to the City Council and the failure to reach a decision shall be deemed a recommendation against the proposed amendment.

(f) Government Code Section 65853 provides that when the legislative body has requested the planning commission to study and report upon an amendment to the zoning ordinance and the planning commission fails to act upon such request within a reasonable time, the legislative body may, by written notice, require the planning commission to render its report within 40 days. Upon receipt of the written notice, the planning commission, if it has not done so, shall conduct the public hearing as required by Section 65854. Failure to so report to the legislative body within the above time period shall be deemed to be approval of the proposed amendment to the zoning ordinance.

(g) Government Code Section 65854 provides that the planning commission shall hold a public hearing on the proposed amendment to a zoning ordinance. Notice of the hearing shall be given pursuant to Government Code Section 65090.

(h) Government Code Section 65855 provides that after the hearing, the planning commission shall render its decision in the form of a written recommendation to the legislative body. Such recommendation shall include the reasons for the recommendation, the relationship of the proposed amendment to the general plan, and shall be transmitted to the legislative body in such form and manner as may be specified by the legislative body.

Section 2. **Procedural Findings**. The Planning Commission of the City of Jurupa Valley does hereby find, determine and declare that: State of California Planning and Zoning laws require that a City's General Plan be in conformance with the City's Zoning Code.

(a) ZCA No. 21004 (the "Project") was processed including, but not limited to, a public notice, in the time and manner prescribed by State law and Jurupa Valley Ordinances.

(b) On March 10, 2021, the Planning Commission of the City of Jurupa Valley held a public hearing on ZCA No. 21004, at which time all persons interested in the Project had the opportunity and did address the Planning Commission on these matters. Following the receipt of public testimony the Planning Commission closed the public hearing.

(c) All legal preconditions to the adoption of this Resolution have occurred.

Section 3. **California Environmental Quality Act Findings**. The Planning Commission of the City of Jurupa Valley hereby recommends that the City Council of the City of Jurupa Valley make the following environmental findings and determinations in connection with the approval of ZCA No. 21004:

(a) The proposed Code Amendment is exempt from the requirements of the California Environmental Quality Act ("CEQA") and the City's CEQA Guidelines pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed Zoning Code Amendment, replacing the term "Planning Director" with the term "Community Development Director," will have a significant effect on the environment. The proposed Code Amendment is an administrative process of the City that will not result in direct or indirect physical changes in the environment. The City Council has reviewed the administrative record concerning the proposed Code Amendment and the proposed CEQA determinations, and based on its own independent judgment, finds that the Code

Amendment set forth in this Ordinance is not subject to, or exempt from, the requirements of the CEQA and the State CEQA Guidelines pursuant to CEQA Section 21080.17 and CEQA Guidelines Section 15061(b)(3).

Section 4. **Findings for Recommendation of Approval of Code Amendment**. The Planning Commission of the City of Jurupa Valley does hereby recommend that the City Council of the City of Jurupa Valley find and determine that the proposed Code Amendment (ZCA No. 21004) should be adopted because:

(a) The proposed Code Amendment is consistent with the City of Jurupa Valley 2017 General Plan in that it will update the terminology used by the City of Jurupa Valley employment protocols and improve implementation efforts of the General Plan.

Section 5. **Recommendation of Approval of Code Amendment**. Based on the foregoing, the Planning Commission of the City of Jurupa Valley hereby recommends that the City Council of the City of Jurupa Valley adopt the proposed Code Amendment attached hereto as Exhibit "A".

Section 6. **Certification**. The Community Development Director shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of Jurupa Valley on this 10th day of March, 2021.

Penny Newman

Penny Newman
Chair of Jurupa Valley Planning Commission

ATTEST:

Joe Perez

Joe Perez
Community Development Director/Secretary to the Planning Commission

STATE OF CALIFORNIA)

COUNTY OF RIVERSIDE) ss.

CITY OF JURUPA VALLEY)

I, Joe Perez, Community Development Director of the City of Jurupa Valley, do hereby certify that the foregoing Resolution No. 2021-03-10-02 was duly adopted and passed at a meeting of the Planning Commission of the City of Jurupa Valley on the 10th day of March, 2021, by the following vote, to wit:

AYES: COMMISSION MEMBERS:

NOES: COMMISSION MEMBERS:

ABSENT: COMMISSION MEMBERS:

ABSTAIN: COMMISSION MEMBERS:

JOE PEREZ
COMMUNITY DEVELOPMENT DIRECTOR

RETURN TO AGENDA

City of Jurupa Valley

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **GEORGE WENTZ, SPECIAL PROJECTS CONSULTANT**

SUBJECT: **AGENDA ITEM NO. 17.A**

AGREEMENT BETWEEN CITY OF JURUPA VALLEY AND THE COUNTY OF RIVERSIDE TO PUCHASE THE BUILDING LOCATED AT 5293 MISSION BOULEVARD, JURUPA VALLEY, CA

RECOMMENDATION

1) That the City Council approve the proposed Agreement between the City and the County of Riverside for purchase of the property located at 5293 Mission Boulevard, Jurupa Valley, CA (also known as the Fleet Services Building); and authorize the City Manager to execute the final agreement; and

2) That the City Council adopt Resolution No. 2021-22, entitled:

   A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING THE PURCHASE AND SALE AGREEMENT BETWEEN THE CITY AND COUNTY OF RIVERSIDE FOR THE PURCHASE OF THE FLEET SERVICES BUILDING BY CITY

BACKGROUND

The County of Riverside currently owns the property and all related improvements located at the address presented for purchase by the City. The property is available for purchase from the County. The City has been evaluating the viability and potential benefit of purchasing the property from the County.

ANALYSIS

The property in question includes approximately 4.57 acres of land plus improvements. The improvements include:

- The facilities included were built in 2008
- A 44,738 sf building

- Two 12,000-gallon fuel tanks pumping station
- Carport parking with solar panels for 185 vehicles

Staff has been negotiating with the County staff to seek mutually agreeable terms for the purchase of the property. Staff believes that terms have been reached that make if beneficial to the City to purchase the site at acceptable terms and conditions.

Purchasing the property will afford the City the opportunity to locate our maintenance yard and field crews at a site and allow for the storage of all equipment inside compared to the current site. As the City Council is aware, the City has experienced theft and vandalism of City owned equipment over the years.

Further, the space available at City Hall has been insufficient to meet the office demands of the space needed for staff. Relocating our field operations to the new site will also free up much needed office space at City Hall for offices and other storage.

We have also been exploring other potential uses such as an Emergency Operations Center and locating the Sheriff's offices in the new building.

A proposed agreement has been prepared for approval by the City Council and submittal to the County. The agreement generally provides for:

- purchase of the property and all improvements at a fixed price;
- a due diligence period for the City to assess the condition of the property before purchase;
- equitable escrow terms;
- compliance with California law;
- inclusion of furniture, fixtures and equipment; and
- closing on or before June 30, 2021.

CONCLUSION

The terms and conditions of the Agreement with the County of Riverside are acceptable and should be forwarded to the County for their action.

FINANCIAL IMPACT

The purchase price of the property is proposed to be $10,200,000. The City has the option of how to fund the purchase price.

ALTERNATIVES

1. Continue the item.
2. Make additional changes to the proposed Agreement.
3. Not pursue purchase of the property.

Prepared by:

George A. Wentz, P.E.
Special Projects Consultant

Submitted by:

Rod B. Butler
City Manager

Reviewed by:

Connie Cardenas
Administrative Services Director

Submitted by:

Michael Flad
Assistant City Manager

Approved as to Form:

Peter M. Thorson
City Attorney

Attachments:

A. Resolution No. 2021-22
B. Agreement
C. Property flyer
D. Building floor plan

RESOLUTION NO. 2021-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY, CALIFORNIA, APPROVING THE PURCHASE AND SALE AGREEMENT BETWEEN THE CITY AND COUNTY OF RIVERSIDE FOR THE PURCHASE OF THE FLEET SERVICES BUILDING BY CITY

THE CITY COUNCIL OF THE CITY OF JURUPA VALLEY DOES RESOLVE AS FOLLOWS:

Section 1. Approval of Purchase and Sale Agreement. The City Council hereby approves that certain agreement entitled "Agreement of Purchase and Sale and Joint Escrow Instructions" between the City and the County of Riverside ("Agreement") for the purchase by the City of the Fleet Services Building located at 5293 Mission Boulevard, Jurupa Valley, California. The City Council finds that the purchase price of the property subject to the Agreement is not more than its fair market value. The City Council authorizes the City Manager to execute the Agreement on behalf of the City in the form presented to the City Council with such changes as may be approved by the City Attorney as necessary and convenient to implement the purposes of the Agreement.

Section 2. City Manager Authority. The City Manager is authorized and directed to take all actions necessary and convenient to implement the Agreement and to enter into such additional agreements approve such documents as may be necessary and convenient to implement the Agreement, including but not limited to, certificates of acceptance, estoppel certificates, operating memoranda and agreements, title reports, property reports, certifications, escrow instructions, and similar agreements and actions.

Section 3. This Resolution shall be effective upon adoption by the Council.

Section 4. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED on this 1st day of April, 2021.

_____
Lorena Barajas
Mayor

ATTEST:

_____
Victoria Wasko, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF JURUPA VALLEY)

I, Victoria Wasko, City Clerk of the City of Jurupa Valley, do herby certify that the foregoing Resolution No. 2021-22 was duly passed and adopted at a meeting of the City Council of the City of Jurupa Valley on the 1st day of April, 2021 by the following vote, to wit:

AYES

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Jurupa Valley, California, this 1st day of April, 2021.

_____
Victoria Wasko, City Clerk
City of Jurupa Valley

AGREEMENT OF PURCHASE AND SALE AND JOINT ESCROW INSTRUCTIONS

BY AND BETWEEN THE

COUNTY OF RIVERSIDE,
a political subdivision of the State of California
AS SELLER

AND THE

CITY OF JURUPA VALLEY,
a California municipal corporation,
AS BUYER

RELATING TO

5293 Mission Boulevard, Jurupa Valley, California

Assessor's Parcel Numbers: 179-300-001, 179-300-002, 179-300-003, 179-300-004, 179-300-005, 179-300-006, 179-300-007, 179-300-008, 179-300-009, 179-300-010, 179-300-013, 179-300-014, 179-300-015, 179-300-016, 179-300-017, 179-300-018, 179-300-019, and 179-300-020
Jurupa Valley, CA

AGREEMENT OF PURCHASE AND SALE AND JOINT ESCROW INSTRUCTIONS

THIS AGREEMENT OF PURCHASE AND SALE AND JOINT ESCROW INSTRUCTIONS ("Agreement") is made and entered into this _____ day of _____, 2021, by and between the CITY OF JURUPA VALLEY, a California municipal corporation ("Buyer") and COUNTY OF RIVERSIDE, a political subdivision of the State of California ("Seller"). Buyer and Seller are sometimes collectively hereinafter referred to as the "Parties" or individually as a "Party."

RECITALS

WHEREAS, Seller is the owner of the Property (as defined in Section 1 below) and has determined that the Property is no longer required for its own use, and Seller has represented to Buyer that Seller has complied with the Surplus Property Act with respect to the Property; and

WHEREAS, Seller desires to sell the Property to Buyer, and Buyer desires to purchase the Property from Seller, upon and subject to the terms and conditions hereinafter set forth.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements herein contained and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties hereto do hereby agree as follows:

1. **Definitions**. For the purposes of this Agreement, the following capitalized terms are defined as follows:

(a) **Effective Date**: The Effective Date is the date on which this Agreement is fully executed by Buyer and Seller as listed on the signature page of this Agreement.

(b) **Real Property**: That certain real property located at 5293 Mission Boulevard, in the City of Jurupa Valley, County of Riverside, State of California, consisting of approximately 4,57 acres of land, identified by Assessor's Parcel Numbers 179-300-001, 179-300-002, 179-300-003, 179-300-004, 179-300-005, 179-300-006, 179-300-007, 179-300-008, 179-300-009, 179-300-010, 179-300-013, 179-300-014, 179-300-015, 179-300-016, 179-300-017, 179-300-018, 179-300-019, and 179-300-020, which is more particularly described in Exhibit "A" attached hereto and by this reference incorporated herein, together with all rights, privileges, easements and appurtenances thereto.

(c) **Improvements:** All buildings, improvements, and fixtures now affixed and located on the Real Property, which includes an approximately 44,738 square foot office/warehouse building, improved with two (2) 12,000-gallon fuel tanks/pumping station, a car wash structure, carport parking area with solar panels on the roof.

(d) **Transferred Personal Property:** The personal property located on the Real Property identified on Schedule "1" to the Bill of Sale attached hereto as Exhibit "C" and by this reference incorporated herein which was used in connection with the ownership, operation or occupancy of the Real Property and the Improvements.

(e) **Property**: The Real Property, Improvements and Transferred Personal Property.

(f) **Purchase Price**: The Purchase Price for the Property is Ten Million Two Hundred Thousand Dollars ($10,200,000), which is inclusive of consideration for the Transferred Personal Property described in Exhibit "C".

(g) **Escrow Holder**: Lawyers Title Company at the address set forth in subsection (h) below. The escrow has been assigned to Colleen Graves as the Escrow Officer.

(h) **Title Company**: Lawyers Title Company (at the address set forth in subsection (h) below); Barbara Northrup has been assigned as the Title Officer.

(i) **Closing and Close of Escrow**: The Closing or the Close of Escrow will be deemed to have occurred when the Grant Deed (as defined in Section 5.1) is recorded in the Official Records of the County of Riverside. (These capitalized terms are used interchangeably in this Agreement.)

(j) **Closing Date**: June 30, 2021, unless extended by mutual approval of the Parties hereto. If the escrow is not closed on or before June 30, 2021 or otherwise extended by mutual written approval of the Parties, then either Party may elect to cancel escrow by providing a written notice to the other Party and to Lawyers Title Company. If escrow does not timely close (and escrow is terminated) due to failure of a condition, then each party shall pay half of any Escrow cancellation fees, but if escrow does not timely close due to a default (and escrow is terminated), then the defaulting party shall pay all escrow cancellation fees.

(k) **Notices**: In the event either Party desires or is required to give notice to the other Party in connection with this Agreement, the same shall be in writing and shall be deemed to have been given when delivered in person, when delivered (or delivery is refused by recipient) by recognized overnight air courier service (such as FedEx, UPS or USPS), or three (3) days after deposit with the United States Postal Service, certified mail receipt requested addressed to Buyer or Seller at the appropriate address as set forth in this subsection (j) below. Notices will be sent as follows to:

Seller: County of Riverside
Attn: Vincent Yzaguirre
3133 Mission Inn Avenue
Riverside, California 92507

Buyer: City of Jurupa Valley
Attn: Rod B. Butler
8930 Limonite Avenue
Jurupa Valley, CA 92509

Escrow Holder: Lawyers Title Company
Attn: Colleen Graves
625 E. Carnegie Dr #105
San Bernardino, CA 92408

Title Company: Lawyers Title Company
3480 Vine Street, Suite 300
Riverside, CA. 92507
Attn: Barbara Northrup

(l) **Exhibits**:

Exhibit "A" – Legal Description of Property
Exhibit "B" – Form of Grant Deed
Exhibit "C" – Transfer of Personal Property
Exhibit "D" – Preliminary Title Report

2. **Purchase and Sale**. Upon and subject to the terms and conditions set forth in this Agreement, Seller agrees to sell the Property to Buyer and Buyer agrees to buy the Property from Seller, together with all easements, appurtenances thereto, and all improvements and fixtures situated thereon.

3. **Purchase Price**. The Purchase Price for the Property will be paid as follows:

Prior to the Close of Escrow, as described in section 4 below, Buyer shall deposit an amount equal to the sum of the Purchase Price plus a good faith estimate of Buyer's share of all costs, expenses and prorations under this Agreement into Escrow in the form of a wire transfer or other immediately available funds. Escrow Holder shall deposit said funds in an interest-bearing account which shall be applied against the Purchase Price at closing and any overages, including the interest, shall be returned to Buyer at Close of Escrow.

4. **Escrow**. Buyer and Seller shall open an escrow (the **"Escrow"**) with Escrow Holder within five (5) business days after the Effective Date by delivering to Escrow Holder fully executed original or originally executed counterparts of this Agreement. The date Escrow is opened shall be the official Opening Date of Escrow referenced herein. This Purchase shall be contingent upon the approval of the Board of Supervisors of the Authorization to Convey and this Purchase and Sale Agreement and Joint Escrow Instructions document. This contingency will be removed from Escrow upon the receipt of the executed Purchase and Sale Agreement and Joint Escrow Instructions document signed by Chairman of the Board of Supervisors. Buyer and Seller agree to execute any additional instructions, as reasonably required by the Escrow Holder. If there is a conflict between any printed escrow instructions and this Agreement, the terms of this Agreement will govern.

5. **Deliveries to Escrow Holder**.

5.1 By Seller. At least one (1) business day prior to the Closing Date, Seller will deliver or cause to be delivered to Escrow Holder the following items:

(a) A Grant Deed **("Grant Deed")**, in the form attached to this Agreement as Exhibit "B", duly executed and acknowledged by Seller and in recordable form, conveying the Property to Buyer;

(b) A Transferor's Certificate of Non-Foreign Status (**"FIRPTA Certificate"**); and

(c) A Bill of Sale in the form attached hereto as Exhibit "C", transferring to Buyer the Transferred Personal Property.

5.2 By Buyer. At least one (1) business day prior to the Closing Date (and in any event in a manner sufficient to allow Escrow to close not later than the Closing Date), Buyer will deliver or cause to be delivered to Escrow Holder the following items:

(a) The Purchase Price in accordance with Section 3, above;

(b) A Certificate of Acceptance, completed and executed by Buyer, and duly acknowledged (for recording with the Grant Deed);

(c) The amount due Seller and any third parties, if any, after the prorations are computed in accordance with Section 12 below.

5.3 By Buyer and Seller. Buyer and Seller will each deposit such other instruments consistent with this Agreement and as reasonably required by Escrow Holder or otherwise required to close Escrow. In addition, Seller and Buyer will designate the Title Company as the **"Reporting Person"** for the subject transaction, pursuant to Section 6045(e) of the Internal Revenue Code.

6. **Title Report.** Buyer has obtained Preliminary Title Report #620650446, dated November 20, 2020 ("PTR") for the Property prepared by Lawyers Title Company, together with copies of the exceptions to title described in the PTR; a copy of the PTR is attached hereto as Exhibit "D".

7. **Conditions to the Close of Escrow**.

7.1 Conditions Precedent to Buyer's Obligations. The following conditions to Buyer's obligation to close Escrow must be satisfied not later than the Closing Date or such other period of time as may be specified below:

(a) Title. At the Close of Escrow, the Property will be conveyed with clear and marketable title, free of any loans, liens and encumbrances of any kind, to Buyer by the Seller by Grant Deed, and as a condition to Buyer's obligation to close, the Title Company shall agree to issue the Title Policy to Buyer with coverage in the amount of the Purchase Price, listing the following as exceptions (**"Permitted Exceptions"**):

(i) Matters of title respecting the Property approved or deemed approved by Buyer in accordance with this Agreement;

(ii) Matters affecting the condition of title to the Property created by or with the written consent of Buyer;

(iii) Non-monetary encumbrances in the PTR that are approved by Buyer as provided in this subparagraph (iii). Buyer shall have the right to review and approve or disapprove any exceptions in the PTR that relate to the Property, at Buyer's sole cost and expense. Within ten (10) business days after the date of this Agreement, Buyer shall provide notice in writing to Seller in the event that Buyer objects to exceptions (collectively, the "Objectionable Exceptions"), as shown in the PTR. Seller will have ten (10) days after delivery of Buyer's notice of Objectionable Exceptions to advise Buyer in writing whether Seller will eliminate the Objectionable Exceptions. If the Seller elects not to or is unable to eliminate the Objectionable Exceptions, then Buyer shall have the right to, by a writing delivered to Seller and Escrow Holder:

(A) Waive its prior disapproval, in which event the disapproved matters shall be deemed approved, and proceed with the purchase to acquire the Property, subject to the Objectionable Exceptions without reduction in the Purchase Price and subject to satisfaction of Buyer's other conditions; or

(B) Cancel the Escrow and this Agreement by written notice to Seller and the Escrow Holder, in which case any deposit, together with interest thereon will be returned to Buyer.

(C) If Seller commits to remove any of the Objectionable Exceptions and fails to do so by the Closing Date, then Seller shall be in default under this Agreement and Buyer may, at Buyer's election: (i) terminate this Agreement and pursue its remedies as set forth herein and any remedies available to Buyer at law or in equity; or (ii) enforce this Agreement by a specific performance action (which may include recording a lis pendens).

All exceptions in the PTR that are approved by Buyer, together with all applicable laws, ordinances, rules and regulations of any applicable governmental authority and any matters that have been disclosed by a survey provided to Buyer or by a physical inspection of the Property shall be referred to herein as "Permitted Exceptions".

(b) Title Insurance. As of the Close of Escrow, the Title Company will issue, or have committed to issue, the Title Policy to Buyer with only the Permitted Exceptions, as described in Section 10 below.

(c) Delivery of Information. Within five (5) days after the Opening of Escrow, Seller shall deliver to Buyer the original or true copies of all surveys, plans and specifications, residential disclosure statements (as required), building conditions audits, past hazardous material studies, as-built drawings, building permits, certificates of occupancy, certificates of completion, soil reports, engineers' reports, other contracts, but not limited to, studies and similar information which Seller may have in its possession relating to the Property, except as specifically set forth herein, Seller makes no warranty regarding the contents of such items. If the Escrow shall fail to close for any reason, all such items shall be immediately returned to Seller.

(d) Financing. This purchase is subject to the Buyer obtaining financing and said financing shall be obtained, and escrow closed, on or before the Closing Date of June 30, 2021.

(e) The conditions set forth in this Section 7.1 are solely for the benefit of Buyer and may be waived only by Buyer. At all times Buyer has the right to waive any condition. Such waiver or waivers must be in writing to Seller and Escrow Holder.

(f) The Close of Escrow and Buyer's obligations with respect to this transaction are subject to Seller's delivery to Escrow Holder on or before the Closing Date the items described in Sections 5.1 and 5.3 above and the removal or waiver of the items described in this Section 7.1.

7.2 Conditions Precedent to Seller's Obligations. The following shall be conditions precedent to Seller's obligation to consummate the Purchase and Sale transaction contemplated herein:

(a) Buyer shall have delivered to Escrow Holder, prior to the Closing, for disbursement as directed hereunder, an amount equal to the Purchase Price and any other funds in accordance with this Agreement;

(b) Buyer shall have delivered to Escrow Holder the items described in Paragraphs 5.2 and 5.3 above; and

(c) The conditions set forth in the Section 7.2 are solely for the benefit of Seller and may be waived only by the Seller. At all times Seller has the right to waive any condition. Such waiver or waivers must be in writing to Buyer and Escrow Holder.

7.3 Termination of Agreement. Buyer shall have forty-five (45) days from the Effective Date to approve or disapprove of the condition of the Property ("Due Diligence Period"). During this Due Diligence Period, Buyer may cancel escrow for any reason whatsoever, by providing written notice to Seller and Escrow of its intention to cancel said escrow.

8. **Due Diligence by Buyer**. Seller hereby grants to Buyer, or its authorized agents, permission to enter upon the Property at all reasonable times prior to close of this transaction for the purpose of conducting due diligence, including making necessary or appropriate inspections; provided, however, that Buyer will give Seller written notice at least forty-eight (48) hours before going on the Property.

8.1 Matters To Be Reviewed. Buyer must complete its due diligence investigation of and approve each of the following matters prior to the Close of Escrow:

(a) The physical condition of the Property and Transferred Personal Property, including without limitation, any structural components, electrical, system, plumbing or any irrigation system, paving, soil conditions, the status of the Property and Transferred Personal Property with respect to hazardous and toxic materials, if any, and in compliance with all applicable laws including any laws relating to hazardous and toxic materials and all applicable laws;

(b) All applicable government ordinances, rules and regulations of Seller's compliance therewith including, but not limited to, zoning and building regulations; and

(c) All licenses, permits and other governmental approvals and/or authorizations relating to the Property, which shall remain in effect after the Close of Escrow.

8.2 Due Diligence Requirements.

(a) Subject to Section 16.4 below, Buyer shall only conduct a visual inspection of the Property and Transferred Personal Property and shall have no right to conduct any physical testing, boring, sampling or removal (collectively, "Physical Testing") of any portion of the Property without first obtaining Seller's prior written consent, which shall not be unreasonably withheld. If Buyer wishes to conduct any Physical Testing on any portion of the Property, Buyer shall submit a work plan to Seller for Seller's prior written reasonable approval. Seller shall not withhold approval of reasonable requests by the Buyer.

(b) At least forty-eight (48) hours prior to any entry thereon to the Property by Buyer and/or its agents, employees, representatives or contractors (collectively, "Buyer's Agents") for the purpose of conducting Buyer's investigations, Buyer shall provide Seller with sufficient evidence to show that Buyer's Agents who are to enter thereon to the Property are adequately covered by policies of insurance issued by a carrier reasonably acceptable to Seller insuring Buyer and Seller against any and all liability arising out of the entry and activities of Buyer's Agents' upon the Property, including, without limitation, any loss or damage to the Property or Transferred Personal Property arising therefrom, with coverage in the amount of not less than One Million Dollars ($1,000,000) per occurrence.

(c) Buyer shall, at its sole cost and expense, comply with all applicable federal, state and local laws, statutes, rules, regulations, ordinances or policies in conducting Buyer's investigations and any Physical Testing relating thereto.

(d) Buyer shall, at its sole cost and expense, clean up, restore and repair the Property or Transferred Personal Property and any other portion thereof altered in any manner by Buyer or Buyer's Agents, after Buyer's or Buyer's Agents' entry thereon so that said property shall be returned to the same condition that existed prior to Buyer's or Buyer's Agents' entry thereon.

(e) Buyer shall provide to Seller, upon Seller's written request, with a copy of any and all information, materials and data that Buyer and/or Buyer's Agents discover, obtain or generate in connection with or resulting from Buyer's investigations and/or Physical Testing under this Section 8.2.

(f) Buyer hereby agrees to protect, indemnify, defend and hold harmless Seller from and against any and all losses, obligations, liabilities, claims, liens, stop notices, actions, damages and/or expenses caused by reason of Buyer's or Buyer's Agent's entries thereon to the Property prior to the Close of Escrow pursuant to the foregoing. Buyer shall keep the Property and Transferred Personal Property free of mechanic's liens related to the activities of Buyer or Buyer's Agents. This Section 8.2 shall survive the Closing or termination of this Agreement.

8.3 Material New Matters. If Buyer discovers any new matter prior to Close of Escrow which was not disclosed by Seller prior to the Close of Escrow or not reasonably discoverable prior to the Close of Escrow ("New Matter"), and that New Matter is one which would appear as an exception to the Title Policy or is materially inconsistent with a disclosure by Seller or with any representations or warranties contained in Section 16.2 below, and such New Matter is of such a nature that, in Buyer's reasonable judgment, it would materially and adversely, affect the acquisition, development, sale or use of the Property for Buyer's intended purpose, then Buyer shall be entitled to treat such New Matter as a failure of condition to the Close of Escrow. If Buyer elects to treat such New Matter as a failure of condition to the Close of Escrow, then Buyer shall give notice to Seller of Buyer's election to terminate this Agreement within fifteen (15) days of Buyer's obtaining knowledge of such New Matter, but in no event later than the Closing Date. However, if Buyer gives Seller notice of its election to terminate this Agreement, under this Section 8.3, Seller may elect, in its sole and absolute discretion, by written notice to Buyer and to Escrow Holder, within five (5) business days following delivery of Buyer's notice, to correct the New Matter prior to the Close of Escrow. If Seller elects in writing to correct the New Matter, Seller will be entitled to extend the Close of Escrow for not more than twenty (20) days in order to correct the New Matter and, in such event, Buyer may not terminate this Agreement during such period. If Seller fails to correct the New Matter by the Closing Date as extended, Buyer may terminate this Agreement.

8.4 AS-IS Sale. BUYER ACKNOWLEDGES THAT IT HAS INSPECTED, OR WILL HAVE AN OPPORTUNITY TO INSPECT, TO ITS SATISFACTION PRIOR TO THE CLOSING, THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY AND ALL FACTORS RELEVANT TO ITS OWNERSHIP AND USE OF THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY. BUYER FURTHER ACKNOWLEDGES AND AGREES THAT, EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, SELLER HAS NOT MADE ANY REPRESENTATIONS, WARRANTIES, GUARANTIES, PROMISES, STATEMENTS OR ASSURANCES WHATSOEVER, EXPRESS OR IMPLIED, DIRECTLY OR THROUGH ANY EMPLOYEE OR AGENT, AS TO THE CONDITION OF THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY, OR ANY OTHER MATTER, INCLUDING, BUT

NOT LIMITED TO, HAZARDOUS SUBSTANCES. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING IN ANY WAY, EXCEPT AS OTHERWISE EXPRESSLY PROVIDED HEREIN, SELLER EXPRESSLY DISCLAIMS MAKING OR HAVING MADE ANY REPRESENTATIONS OR WARRANTY WITH RESPECT TO ANY DOCUMENTS AND MATERIALS FURNISHED BY SELLER. BUYER ACKNOWLEDGES AND AGREES THAT EXCEPT FOR SELLER'S EXPRESS COVENANTS, REPRESENTATIONS AND WARRANTIES CONTAINED IN THE AGREEMENT, SELLER SPECIFICALLY DISCLAIMS: (A) ALL MATTERS RELATING TO THE TITLE TOGETHER WITH ALL GOVERNMENTAL AND OTHER LEGAL REQUIREMENTS SUCH AS TAXES, ASSESSMENTS, ZONING, USE PERMIT REQUIREMENTS, TENTATIVE MAP CONDITIONS, BUILDING PERMIT REQUIREMENTS, BUILDING CODES AND OTHER DEVELOPMENT REQUIREMENTS; (B) THE PHYSICAL CONDITION OF THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY; (C) ALL OTHER MATTERS OF ANY SIGNIFICANCE AFFECTING THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY, WHETHER PHYSICAL IN NATURE OR INTANGIBLE IN NATURE, SUCH AS THE POLITICAL CLIMATE WITH RESPECT TO THE GOVERNMENTAL AGENCIES THAT HAVE JURISDICTION OVER THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY, DEVELOPMENT OF THE PROPERTY OR THE OPERATION OF THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY; (D) THE EXISTENCE, QUALITY, NATURE, ADEQUACY AND PHYSICAL CONDITION OF UTILITIES SERVING THE PROPERTY; © THE ECONOMICS OF THE PRESENT OR FUTURE OWNERSHIP AND/OR OPERATION OF THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY; (F) ENTITLEMENTS, ZONING, DENSITY AND OTHER MATTERS WHICH MAY IMPACT THE FUTURE DEVELOPMENT OF THE PROPERTY; AND (G) THE EXISTENCE OF HAZARDOUS SUBSTANCES IN, UNDER OR AFFECTING THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY. BUYER ACKNOWLEDGES AND AGREES THAT BUYER IS PURCHASING THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY "AS IS WITH ALL DEFECTS" BASED UPON BUYER'S OWN INSPECTION OF THE PROPERTY AND TRANSFERRED PERSONAL PROPERTY.

9. **Conditions Precedent to Seller's Obligation**. The Close of Escrow and Seller's obligations with respect to this transaction are subject to Buyer's delivery to Escrow Holder on or before the Closing Date of the Purchase Price and items described in Sections 5.2 and 5.3.

10. **Title Insurance**. At the Close of Escrow, the Title Company will issue to Buyer, at Buyers expense, a CLTA standard coverage owner's policy in an amount equal to the Purchase Price showing fee title to the Property vested in Buyer subject only to the Permitted Exceptions (**"Title Policy"**) and the standard printed exceptions and conditions in the policy of title insurance. If Buyer elects to obtain any endorsements or an ALTA Extended Policy of Title, the additional premium and costs of the policy survey for the ALTA Extended policy of title and the cost of any endorsements will be at Buyer's sole cost and expense; however, Buyer's election to obtain an ALTA extended policy of title will not delay the Closing. Further, Buyer's inability to obtain an ALTA extended policy of title or any such endorsements will not be deemed to be a failure of any condition to Closing.

11. **Costs and Expenses**. Seller and Buyer shall deposit or provide for with Escrow Holder sufficient funds to pay for their respective share of costs and expenses.

11.1 Seller will pay:

(a) One half of escrow costs and fees;

(b) One-half of the cost of the CTLA standard coverage policy to be issued to Buyer;

(b) All costs associated with removing any debt or liens encumbering the Property;

(c) All costs associated with Seller's attorneys' fees and Seller's cost to transact; and

(d) Seller's share of prorations, if applicable.

The foregoing may be paid with proceeds of the Purchase Price delivered by Buyer to Escrow.

11.2 Buyer will pay:

(a) One-half of escrow and all transfer taxes, recording costs/fees;

(b) One-half of the cost of the CTLA standard coverage policy to be issued to Buyer;

(c) ALTA Extended Owner's Policy and any title endorsements, if elected by the Buyer;

(d) All costs associated with Buyer's attorneys' fees and Buyer's cost to transact: and

(e) Buyers share of prorations, if applicable.

12. **Prorations; Closing Statement.**

12.1 Tax Exempt Agency; Proration of Assessments. All Parties hereto acknowledge that the Buyer and Seller are public entities and exempt from payment of any real property taxes. There will be no proration of taxes through escrow; however, any assessments shall be prorated and paid through escrow, and assessments due for the assessment period in which the Close of Escrow occurs shall be paid through Escrow.

12.2 Utility Deposits. Seller will notify all utility companies servicing the Property of the sale of the Property to Buyer and will request that such companies send Seller a final bill for the period ending on the last day before the Close of Escrow. Buyer will notify the utility companies that all utility bills for the period commencing on the Close of Escrow are to be sent to Buyer. If Seller receives a bill for utilities provided to the Property for the period in which the Close of Escrow occurred, Seller shall be responsible to pay the bill.

12.3 Method of Proration. For purposes of calculating prorations, Buyer shall be deemed to be in title to the Property, and therefore entitled to the income there from and responsible for the expenses thereof, for the entire day upon which the Closing occurs. All prorations will be made as of the date of Close of Escrow based on a three hundred sixty-five

(365) day year or a thirty (30) day month, as applicable. The obligations of the Parties pursuant to this Section 12 shall survive the Closing and shall not merge into any documents of conveyance delivered at Closing.

12.4 Closing Statements. Seller and Buyer shall each provide Escrow Holder with the information necessary to allow Escrow Holder to prepare a preliminary closing statement for the transaction ("Preliminary Closing Statement"), which shall show the net amount due to each party under this Agreement, including the balance of the Purchase Price payable by Buyer and the adjustments and prorations set forth herein. Once the Preliminary Closing Statement is signed by Seller and Buyer, then Escrow Holder, for purposes of closing Escrow, shall be entitled to rely upon the information set forth in the Preliminary Closing Statement. The Parties acknowledge that the Preliminary Closing Statement is a good faith estimate of the closing costs and may vary at the time of Closing.

13. **Disbursements and Other Actions by Escrow Holder**. At the Close of Escrow, Escrow Holder will promptly undertake all of the following:

13.1 Funds. Promptly upon Close of Escrow, disburse all funds deposited with Escrow Holder by Buyer in payment of the Purchase Price as follows: (a) deduct or credit all items chargeable to the account of Seller and/or Buyer pursuant to Sections 11 and 12, (b) disburse the balance of the Purchase Price to the Seller, and (c) disburse any excess proceeds deposited by Buyer to Buyer.

13.2 Recording. Cause the Grant Deed (and Certificate of Acceptance, which is to be attached thereto) to be recorded with the County Recorder and obtain conformed copies thereof for distribution to Buyer and Seller.

13.3 Title Policy. Direct the Title Company to issue the Title Policy to Buyer.

13.4 Delivery of Documents to Buyer and Seller. Deliver to Buyer the Bill of Sale, the FIRPTA Certificate and any other documents (or copies thereof) deposited into Escrow by Seller. Deliver to Seller any other documents (or copies thereof) deposited into Escrow by Buyer.

14. **Representations and Warranties**. Seller hereby represents to Buyer that: (i) Seller has complied with the Surplus Property Act with respect to the Property, and has the legal right to convey the Property to Buyer under the Surplus Property Act, and (ii) as required by California law, Seller has disclosed to Buyer all material facts about the Property known to Seller and not known to Buyer.

Additionally, each Party represents and warrants to the other that:

14.1 It has the legal power, right and authority to enter into this Agreement and the instruments referenced herein, to perform its obligations under and to consummate the transaction completed by this Agreement.

14.2 At Close of Escrow, all requisite action (corporate, trust, partnership or otherwise) has been taken by it in connection with the entering into of this Agreement, the instruments referenced herein and the consummation of this transaction, and no further consent

of any partner, shareholder, creditor, investor, judicial or administrative body, governmental authority or other party is required.

14.3 The individuals executing this Agreement and the instruments referenced herein on its behalf, and its partners, officers or trustees if any, have the legal power, right, and actual authority to bind it to the terms and conditions of those documents.

14.4 This Agreement and all other documents required to close this transaction are and will be valid, legally binding obligations of, and enforceable against, it in accordance with their terms, subject only to applicable bankruptcy, insolvency, reorganization, moratorium laws or similar laws or equitable principles affecting or limiting the rights of contracting parties generally.

14.5 At Closing, Seller shall convey the Property to Buyer in "as-is" physical condition with clear and marketable title, free and clear of any and all liens, encumbrances, easements, restrictions, rights and conditions of any kind whatsoever, except those which are approved by Buyer in accordance with Section 7 above, but subject to the representations and warranties of Seller in this Section 14 and Section 16 and Section 17.10, which shall survive the Close of Escrow.

15. **Indemnification**.

15.1 Indemnification by Seller. Seller agrees to indemnify, defend and hold Buyer harmless for, from and against any and all claims, demands, liens, liabilities, costs, expenses, including reasonable attorneys' fees and costs, damages and losses, cause or causes of action and suit or suits of any nature whatsoever, arising from any misrepresentation or breach of warranty or covenant by Seller in this Agreement.

15.2 Indemnification by Buyer. Buyer agrees to indemnify, defend and hold Seller harmless for, from and against any and all claims, demands, liabilities, costs, expenses, including reasonable attorneys' fees and costs, damages and losses, cause or causes or action and suit or suits arising out of any misrepresentation or breach of warranty or covenant by Buyer in this Agreement.

16. **Hazardous Substances**.

16.1 Definitions. For the purposes of this Agreement, the following terms have the following meanings:

(a) "Environmental Law" means any law, statute, ordinance or regulation pertaining to health, industrial hygiene or the environment including, without limitation CERCLA (Comprehensive Environmental Response, Compensation and Liability Act of 1980) and RCRA (Resources Conservation and Recovery Act of 1976);

(b) "Hazardous Substance" means any substance, material or waste which is or becomes designated, classified or regulated as being "toxic" or "hazardous" or a "pollutant" or which is or becomes similarly designated, classified or regulated, under any Environmental Law, including asbestos, petroleum and petroleum products; and

(c) "Environmental Audit" means an environmental audit, review or testing of the Property performed by Buyer or, any third party or consultant engaged by Buyer to conduct such study.

16.2 Seller's Representations and Warranties. Buyer acknowledges that with the exception of those representations and warranties expressly made by Seller in Section 14 or in this Section 16 or in Section 17.10, Buyer is acquiring the Property and every portion thereof "**AS-IS, WHERE-IS, IN ITS CURRENT CONDITION, WITH ALL FAULTS**" and in reliance upon its own studies, investigations and due diligence and that no person acting on behalf of Seller is authorized to make and Seller has not made and does not make any representations or warranties of any kind or character whatsoever with regard to the Property. Seller hereby represents and warrants as follows with regard to any reference in this Agreement, including this Section 16, that "Seller's Actual Knowledge" shall mean the current, personal knowledge, without duty to inquiry or independent investigation, of personnel within the County of Riverside's Department of Facilities Management – Real Estate Division and with no constructive or imputed knowledge. Buyer acknowledges, however, that the aforementioned individuals are not personally liable for the matters within Seller's knowledge, but are merely the individuals whose knowledge is attributable to Seller. As of the date of this Agreement, to Seller's Actual Knowledge:

(a) No Hazardous Substances exist now or have been used or stored on or within any portion of the Property except those substances which are or have been used or stored on the Property by Seller in the normal course of use and operation of the Property and in compliance with all applicable Environmental Laws;

(b) Seller has not been notified and is not aware of any federal, state, or local enforcement, clean-up, removal, remedial or other governmental or regulatory actions instituted or completed affecting the Property;

(c) Seller has not been notified and is not aware of any claims made by any third party relating to any Hazardous Substances on or within the Property; and

(d) Seller has not been notified and is not aware of any disposal of Hazardous Substances or accidental spills which may have contaminated the Property. Seller has not been notified and is not aware of any on-site bulk storage of vehicle fuels or waste oils.

16.3 Notices Regarding Hazardous Substances. During the term of this Agreement, Seller will promptly notify Buyer if it obtains knowledge that Seller or the Property may be subject to any threatened or pending investigation by any governmental agency under any law, regulation or ordinance pertaining to any Hazardous Substance.

16.4 Environmental Audit. Buyer may order, at its sole cost and expense, an Environmental Audit, and it shall do so prior to the end of the Contingency Period and may quit this transaction if Buyer identifies problems in its sole and subjective judgment that would preclude continuing with this transaction:

(a) The Environmental Audit shall be conducted pursuant to standard quality control/quality assurance procedures. Buyer shall give Seller at least two (2) business days' prior notice of any on-site testing of soil or subsurface conditions and shall submit a copy of Buyer's work plan to Seller for Seller's reasonable approval;

(b) Any groundwater, soil or other samples taken from the Property will be properly disposed of by Buyer at Buyer's sole cost and in accordance with all applicable laws. Buyer shall promptly restore the Property to the condition in which it was found immediately prior to Buyer's Environmental Audit; and

(c) Buyer hereby agrees to protect, indemnify, defend and hold harmless Seller from and against any and all losses, liabilities, claims, liens, stop notices, actions, obligations, damages and/or expenses caused by reason of Buyer's (or its agent's, employee's or independent contractor's) entry onto the Property prior to the Close of Escrow pursuant to the foregoing. Buyer shall keep the Property free of mechanic's liens related to the activities of Buyer.

17. **Miscellaneous**.

17.1 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be effective only upon delivery and thereafter shall be deemed an original, and all of which shall be taken to be one and the same instrument, for the same effect as if all Parties hereto had signed the same signature page. Any signature page of this Agreement may be detached from any counterpart of this Agreement without impairing the legal effect of any signatures thereon and may be attached to another counterpart of this Agreement identical in form hereto but having attached to it one or more additional signature pages.

17.2 Partial Invalidity. If any term or provision of this Agreement shall be deemed to be invalid or unenforceable to any extent, the remainder of this Agreement will not be affected thereby and each remaining term and provision of this Agreement will be valid and be enforced to the fullest extent permitted by law.

17.3 Waivers. No waiver of any breach of any covenant or provision contained herein will be deemed a waiver of any preceding or succeeding breach thereof or of any other covenant or other provision contained herein. No extension of time for performance or any obligation or act will be deemed an extension of the time for performance of any other obligation or act except those of the waiving Party which will be extended by a period of time equal to the period of the delay.

17.4 Successors and Assigns. Neither Party shall transfer or assign its rights or responsibilities under this Agreement without the express written consent of the other Party. This Agreement is for the benefit of, and is binding on, the Parties and their successors and permitted assigns.

17.5 Entire Agreement. This Agreement (including all Exhibits attached hereto) constitutes the entire understanding between the Parties hereto and may not be modified except by an instrument in writing signed by the Party to be charged.

17.6 Time of Essence. Seller and Buyer hereby acknowledge and agree that time is of the essence with respect to each and every term, condition, obligation and provision hereof.

17.7 Governing Law. The Parties hereto expressly agree that this Agreement will be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California. Venue for any proceeding related to this Agreement shall be in the County of Riverside.

17.8 No Recordation. No memorandum or other document relating to this Agreement shall be recorded without the prior written consent of Seller and Buyer.

17.9 Survival. Sections 12, 15, 16 and 18 and any other provisions of this Agreement which by their terms require performance by either Party after the Close of Escrow shall survive the Close of Escrow.

17.10 Brokers. Buyer is not represented by a real estate broker and does not request a commission be paid by Seller. Seller is not represented by a real estate broker and does not request a commission to be paid by Buyer.

17.11 Exhibits. Each exhibit attached hereto is incorporated herein by this reference as if set forth in full in the body of this Agreement.

17.12 Not a Partnership. The provisions of this Agreement are not intended to create, nor will they be in any way interpreted to create, a joint venture, a partnership, or any other similar relationship between the Parties.

[Signatures Provisions on the Following Page]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement of Purchase and Sale and Joint Escrow Instructions as of the date and year.

SELLER:

COUNTY OF RIVERSIDE,
a political subdivision of
the State of California

By: _____
Karen Spiegel, Chair
Board of Supervisors

ATTEST:

Kecia R. Harper
Clerk of the Board

By: _____
Deputy

APPROVED AS TO FORM:

Gregory P. Priamos,
County Counsel

By: _____
Deputy County Counsel

BUYER:

CITY OF JURUPA VALLEY,
a municipal corporation

By: _____
Lorena Barajas, Mayor

ATTEST:

Victoria Wasko, CMC
City Clerk

By: _____

APPROVED AS TO FORM:

Peter M. Thorson
City Attorney

By: _____

EXHIBIT “A”

LEGAL DESCRIPTION OF PROPERTY

All that certain real property situated in the County of Riverside, State of California, described as follows:

PARCEL 1: (APN 179-300-008)

Lots 8 and 9 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Also, the Southwesterly rectangular 25 feet of Lots 53 and 54 of Rubidoux Vista Tract, as shown by said Map;

Excepting from said Lots 8 and 9 the Southwesterly 37 feet thereof, as deeded to the State of California for highway purposes.

PARCEL 2: (APN 179-300-009; 010; 019; 020)

Lots 50, 51, the Northeasterly 113 feet of Lot 10 and the Northeasterly 113 feet of Lot 11 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California.

PARCEL 3: (APN 179-300-013; 014)

Lots 53 and 54 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California.

Excepting therefrom the Southwesterly rectangular 25 feet thereof.

PARCEL 4: (APN 179-300-007)

Lots 7 and 55 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Except therefrom the Southwesterly 37 feet of said Lot 7.

PARCEL 5: (APN 179-300-005)

Lot 5 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Except the Southwesterly 37 feet as deeded to the State of California by deed recorded August 23, 1940 as Instrument No. 3411.

PARCEL 6: (APN 179-300-006)

Lot 6 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Except the Southwesterly 37 feet as deeded to the State of California by Deed recorded August 22, 1940 in Book 471, Page 365 of Official Records.

PARCEL 7: (APN 179-300-016)

Lot 56 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California.

PARCEL 8: (APN 179-300-001)

Lot 1 of Rubidoux Vista Tract, in the County Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Excepting therefrom that portion conveyed to the State of California for highway purposes by Deed recorded September 10, 1940 as Instrument No. 395 of Official Records of Riverside County, California, described as follows:

Beginning at the Southwest corner of said Lot 4;

Thence North 32°13′ East 37 feet on the Northwesterly line of said Lot 4;

Thence South 57°47′ East 32.48 feet;

Thence South 58°17′ East, 327.34 feet to a point in the Southeasterly line of said Lot 1, distance thereon North 37°41′ East, 40.03 feet from the Southeast corner of said Lot 1;

Thence South 37°41′ West, 40.03 feet on said Southeasterly line to said Southeast corner of said Lot 1;

Thence North 57°47′ West, 356 feet on the Southwesterly line of said Lots 1 to 4 inclusive, to the point of beginning.

PARCEL 9: (APN 179-300-002; 003; 004; 015; 017; 018)

Lots 2, 3, 4, 57, 58 and 59 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Excepting therefrom said Lots 2, 3 and 4, that portion described as follows:

Beginning a the most Westerly corner of said Lot 4;

Thence along the Northwesterly line thereof, North 32°13′00″ 37 feet;

Thence leaving said Northwesterly line South 57°47′00″ East 32.48 feet;

Thence South 58°17′00″ East, 327.34 feet to a point on the Southeasterly line of Lot 1 of said Map;

Thence along said Southeasterly line, South 37°41′00″ West 40.03 feet to the most Southerly corner of said Lot 1;

Thence along the Southwesterly lines of said Lots 1, 2, 3 and 4, North 57°47′00″ West 356.00 the point of beginning.

EXHIBIT "B"

Recorded at request of and return to: City of Jurupa Valley 8930 Limonite Avenue Jurupa Valley, CA 92509 FREE RECORDING This instrument is for the benefit of the County of Riverside and is entitled to be recorded without fee. (Govt. Code 6103) APNs: 179-300-001, 179-300-002, 179-300-003, 179-300-004, 179-300-005, 179-300-006, 179-300-007, 179-300-008, 179-300-009, 179-300-010, 179-300-013, 179-300-014, 179-300-015, 179-300-016, 179-300-017, 179-300-018, 179-300-019, and 179-300-020	

(Space above this line reserved for Recorder's use)

Exempt from documentary transfer taxes: Conveyance to a California public entity (i.e., a California municipal corporation).

GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the COUNTY OF RIVERSIDE, a political subdivision of the State of California, hereby

GRANTS to the CITY OF JURUPA VALLEY, a California municipal corporation, the real property in the County of Riverside, State of California, described as:

See **Exhibit "A"** attached hereto
and made part hereof

Dated: _____

GRANTOR:

COUNTY OF RIVERSIDE, a political subdivision of the State of California

By:_____
Karen Spiegel, Chair
Board of Supervisors

ATTEST:

Kecia R. Harper
Clerk of the Board

By: _____
Deputy

EXHIBIT “A”

LEGAL DESCRIPTION

PARCEL 7: (APN 179-300-016)

Lot 56 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California.

PARCEL 8: (APN 179-300-001)

Lot 1 of Rubidoux Vista Tract, in the County Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Excepting therefrom that portion conveyed to the State of California for highway purposes by Deed recorded September 10, 1940 as Instrument No. 395 of Official Records of Riverside County, California, described as follows:

Beginning at the Southwest corner of said Lot 4;

Thence North 32°13′ East 37 feet on the Northwesterly line of said Lot 4;

Thence South 57°47′ East 32.48 feet;

Thence South 58°17′ East, 327.34 feet to a point in the Southeasterly line of said Lot 1, distance thereon North 37°41′ East, 40.03 feet from the Southeast corner of said Lot 1;

Thence South 37°41′ West, 40.03 feet on said Southeasterly line to said Southeast corner of said Lot 1;

Thence North 57°47′ West, 356 feet on the Southwesterly line of said Lots 1 to 4 inclusive, to the point of beginning.

PARCEL 9: (APN 179-300-002; 003; 004; 015; 017; 018)

Lots 2, 3, 4, 57, 58 and 59 of Rubidoux Vista Tract, in the City of Jurupa Valley, County of Riverside, State of California, as shown by Map on file in Book 13, Page 27 of Maps, Records of Riverside County, California;

Excepting therefrom said Lots 2, 3 and 4, that portion described as follows:

Beginning a the most Westerly corner of said Lot 4;

Thence along the Northwesterly line thereof, North 32°13′00″ 37 feet;

Thence leaving said Northwesterly line South 57°47′00″ East 32.48 feet;

Thence South 58°17′00″ East, 327.34 feet to a point on the Southeasterly line of Lot 1 of said Map;

Thence along said Southeasterly line, South 37°41′00″ West 40.03 feet to the most Southerly corner of said Lot 1;

Thence along the Southwesterly lines of said Lots 1, 2, 3 and 4, North 57°47′00″ West 356.00 the point of beginning.

CERTIFICATE OF ACCEPTANCE

EXHIBIT C

BILL OF SALE

THIS BILL OF SALE ("Bill of Sale") is executed as of _____, 2021, by County of Riverside, a political subdivision of the State of California, ("Seller"), in favor of the City of Jurupa Valley, a California municipal corporation, ("Buyer"), based on the following facts:

A. Pursuant to the terms of that certain Agreement of Purchase and Sale and Joint Escrow Instructions dated as of _____, 2021 (the "Purchase Agreement"), Seller agreed to sell that certain real property improved with an office/warehouse building containing approximately 44,738 square feet located at 5293 Mission Boulevard, Jurupa Valley, California and legally described in Exhibit "A" attached to the Purchase Agreement (the "Property") to Buyer, and Buyer agreed to purchase the Property from Seller.

B. Pursuant to the Purchase Agreement, Seller has agreed to sell to Purchaser all of Seller's rights, title and interest in all fixtures, furniture, and equipment contained on the Property, together with certain personal property more particularly described on Schedule "1" to this Bill of Sale and made part hereof (collectively, "Transferred Personal Property").

NOW THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Seller agrees as follows:

1. Seller hereby grants, sells, transfers and conveys to Buyer all of Seller's rights, title and interest in and to the Transferred Personal Property.

2. Seller makes no representations or warranties with respect to the Transferred Personal Property.

3. This Assignment shall be governed and construed in accordance with the law of the State of California.

4. All references to "Seller" and "Buyer" herein shall be deemed to include their respective nominees, successors and/or assigns, where the context permits.

[Signatures Provisions on the Following Page]

IN WITNESS WHEREOF, Seller has executed this Bill of Sale as of the date first written above.

Seller:
County of Riverside, a political
subdivision of the State of California

By: _____
Karen Spiegel, Chair
Board of Supervisors

ATTEST:
Kecia R. Harper
Clerk of the Board

By: _____
Deputy

APPROVED AS TO FORM:
Gregory P. Priamos, County Counsel

By: _____

Deputy County Counsel

SCHEDULE 1
TO
BILL OF SALE
(Transferred Personal Property)

All furniture, fixtures and equipment located in the Property, which is listed below:

Inventory Items	Tables		Desk		Chairs		Cabinets		Racks		Other	
	Qty	Desc.	Qty	Desc.	Qty	Desc.	Qty	Desc.	Qty	Desc.	Qty	Desc.
Rooms												
Gallery/Kitchen	6				24							
Training Room	8				16						1	Podium
Lobby			3	Cubical Set	3						1	4 seat table bench
Reception			3	w/7 drawers			3					
Conference	1				12		2					
Office w/ Cubicals												
Cubical 1							7	cabinets				
Cubical 2			1		1	desk chair	7	cabinets				
Cubical 3			1				2					
Cubical 4			1		1	desk chair	3	cabinets				
Cubical 5			1		1	desk chair	2					
Cubical 6			1				5	cabinets				
Cubical 7			1				5					
Office 1			1	3 section	3		4	cabinets				
Office 2			1	3 section	2		4	cabinets				
Office 3	2	rolling tbl dk	1	3 section	3		4					
Office 4			1	3 section	1		5	cabinets				
Office 5			1	3 section	2		4	cabinets				
File Room							3					
Office 6 (Executive)	1	oblong small	1	cherry 2 section	5		2					
Dispatch Room					3		3					
Copy Room					1	stool	4					
IT Room			1	4 section	4		6				6	
Janitor Room									1			
Parts			3		4	desk			29			
Totals	18		22		86		75		30		8	

Prime Real Estate For Sale

5293 Mission Blvd., Jurupa Valley

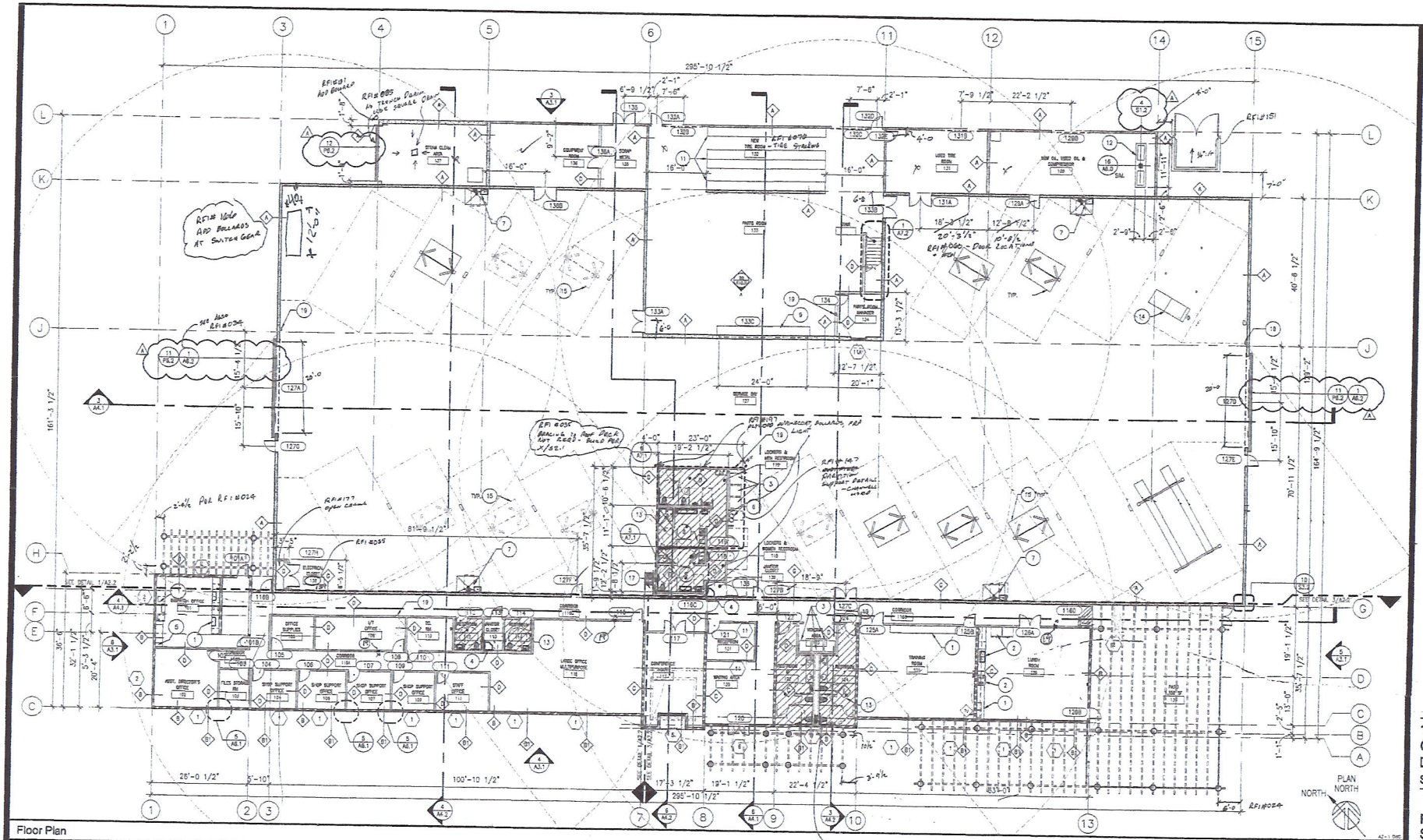
Offered By County of Riverside, EDA

COUNTY OF RIVERSIDE
EDA
ECONOMIC DEVELOPMENT AGENCY

Features:

- *Built in 2008*
- 5.48 acres of land
- 44,738 sf building - 8,408 sf office / 36,330 sf vehicle service center
- 17 service bays - 16 regular hydraulic lifts, 1 alignment hydraulic rack
- Two 12,000 gallon fuel tanks/pumping station, with a car wash structure
- Carport parking areas with solar panels *(185 marked parking spaces)*
- *Five 10' x 10' metal roll-up truck doors*
- *Two 20' x 20' metal roll-up truck doors*
- *Located within an Opportunity Zone*
- *Minimum Bid $10.2 Million (FMV)*

Contact Real Estate/County of Riverside, Craig Olsen: 951.955.4840



Floor Plan

- NEW STOREFRONT SYSTEM, TORRANCE ALUMINUM, COLOR ICI 540 SEE WINDOW SCHEDULE 4/A8.0
- NEW WINDOW,TORRANCE ALUMINUM, COLOR ICI 540, SEE WINDOW SCHEDULE 4/A8.0.
- NEW DOOR, SEE DOOR SCHEDULE 3/A8.1.
- NEW OVERHEAD DOOR, COLOR ICI 540 BUTTERFIELD, SEE DOOR SCHEDULE 3/A8.1
1. NEW BASE CABINETS AND COUNTER TOP (PER WIC STANDARDS), SEE INTERIOR ELEVATIONS.
2. NEW APPLIANCES, SEE ENLARGED PLANS AND INTERIOR ELEVATIONS.
3. NEW VENDING MACHINE (N.I.C.)
4. NEW JANITOR SINK, SEE PLUMBING PLANS.
5. NEW FULL HEIGHT KEY STORAGE CABINET (PER WIC STANDARDS) SEE DETAIL 17 & 19 A/10.1
6. NEW ACCESSIBLE DRINKING FOUNTAIN, SEE DETAIL 13/G1.7
7. NEW ACCESSIBLE EYE WASH, EMERGENCY SHOWER AND UTILITY SINK, SLOPE AREA SHOWN TO DRAIN. SEE DETAIL 19/A10.0.
8. NEW LOCKERS, SEE ENLARGED PLAN
9. NEW BASE CABINETS AND STAINLESS STEEL COUNTER TOP (PER WIC STANDARDS), SEE INTERIOR ELEVATIONS.
10. NEW STOCK AND PARTS RACKS (N.I.C.)
11. NEW TIRE RACKS (N.I.C.)
12. NEW HOUSEKEEPING PAD FOR AIR COMPRESSORS, SEE STRUCTURAL DRAWINGS, SLOPE PAD TO CENTER DRAIN.
13. AREA OF DEPRESSED SLAB (2-1/2" TYPICAL), SEE STRUCTURAL DRAWINGS.
14. EQUIPMENT PIT (16-1/2") SEE STRUCTURAL DRAWINGS.
15. NEW AND RELOCATED EQUIPMENT, SEE EQUIPMENT PLAN SHEET A2.7
16. NEW CONCRETE FLOOR OVER 3" X 20 GA METAL STEEL DECK, SEE STRUCTURAL S2.1
17. NEW ACCESS LADDER BY O'KEEFFE'S, SEE DETAIL 1/A7.4
18. NEW ACCESS LADDER BY O'KEEFFE'S, SEE DETAIL 3/A7.4
19. NEW FIRE EXTINGUISHER, SEE DETAILS 15 & 16/A6-3, SURFACE MOUNT EXTINGUISHERS AT ALL CONCRETE WALL LOCATIONS — RFI #170 FOR CABINET + EXTINGUISHER MANUFACTURER

Key Notes

DEPRESSED SLAB 2-1/2" TYP.

Scale N.T.S. (5)

Wall Legend

WALL TYPE LEGEND

- (A) NEW WALL TYPE A, PER DETAIL 1/A6.0, 1/S3.2
- (B) (B1) NEW WALL TYPE B/B1, PER DETAIL 3/A8.0, 1/S3.1 & 5/S1.6
- (C) NEW WALL TYPE C, PER DETAIL 5/A6.0, 2/S3.1 & 5/S1.6
- (D) NEW WALL TYPE D, PER DETAIL 7/A6.0, 2/S1.5 & 10/S1.4
- (E) NEW WALL TYPE E, PER DETAIL 9/A6.0 & 10/S1.4
- (F) NEW WALL TYPE F, PER DETAIL 11/A6.0 & 5/S1.4 Sim.
- (G) NEW WALL TYPE G, PER DETAIL 13/A6.0

CONSTRUCTION SET
Date: MAY 15 2006

WALL TYPES Scale N.T.S. (1)

WWC OT
Widom Wein Cohen O'Leary Terasawa
4380 Latham Street
Suite H
Riverside, California 92501
Telephone (951) 682-0470
Fax (951) 682-1801
www.wwcot.com
Santa Monica Office
Palm Springs Office
Mexico City Office

Building Department Submittal: 09/28/05
Issued For Bid: 02/21/06
Issued For Construction: MAY 15 2006
Revisions:
1 03/14/06 ADDENDUM "A" CLARIFICATION

KEMP BROS. CONSTRUCTION, INC.
AS-BUILT DRAWING

100% CONSTRUCTION DOCUMENTS
SEPTEMBER 28, 2005

Rubidoux Fleet Services Building
5293 Mission Blvd.
Riverside, CA 92509

Redevelopment Agency County of Riverside
3525 Fourteenth Street
Riverside, CA 92501

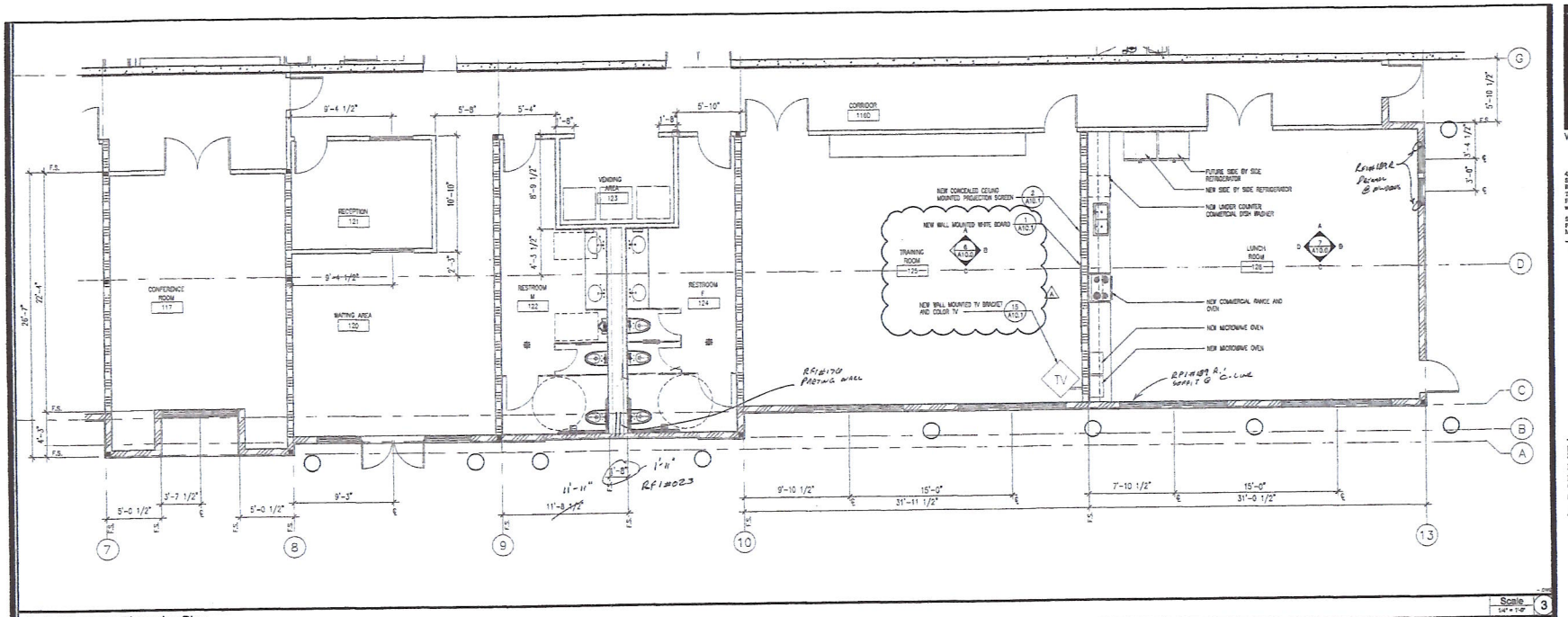
Project Number: 046004.00

1st Floor Plan

Date: 04/26/05
Drawn By:
Checked By: D.T.

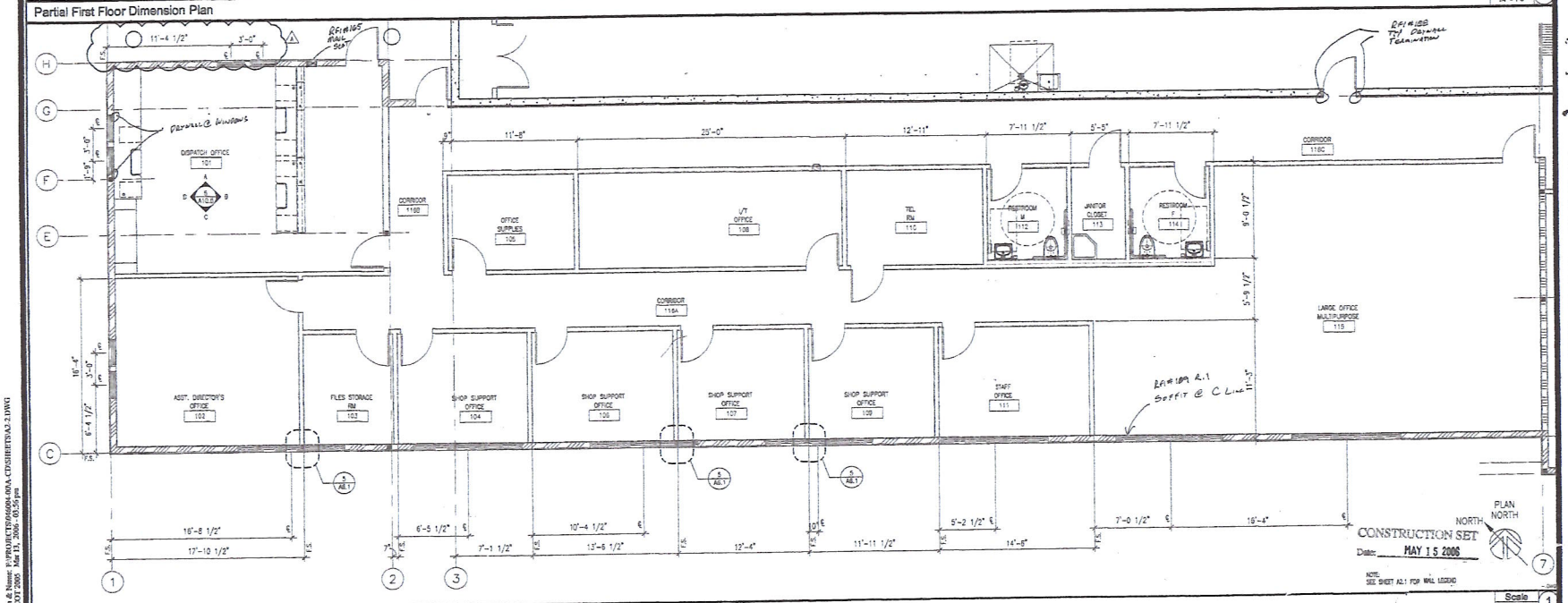
A2.1
Sheet No.

© WWCOT 2005 Mar 13, 2006 - 03:55 pm



Partial First Floor Dimension Plan

Scale 1/4" = 1'-0" 3



Partial First Floor Dimension Plan

Scale 1/4" = 1'-0" 1

File Path & Name: P:\PROJECTS\046004-00A-CD\SHEETS\A2-2.DWG
© WWCOT 2005 Mar 13, 2006 - 03:55 pm

WWC OT ARCHITECTURE PLANNING HISTORIC INTERIORS

Widom Wein Cohen O'Leary Terasawa

4280 Latham Street
Suite M
Riverside, California 92501
Telephone (951) 682-2470
Fax (951) 682-1881
www.wwcot.com

Santa Monica Office
Palm Springs Office
Mission City Office

Building Department Submittal: 09/28/05
Issued For Bid: 02/21/06
Issued For Construction: MAY 15 2006
Revisions:
1 03/14/06 ADDENDUM 'A' CLARIFICATION

KEMP BROS. CONSTRUCTION, INC.
AS-BUILT DRAWING

100% CONSTRUCTION DOCUMENTS
SEPTEMBER 28, 2005

Rubidoux Fleet Services Building
5293 Mission Blvd.
Riverside, CA 92509

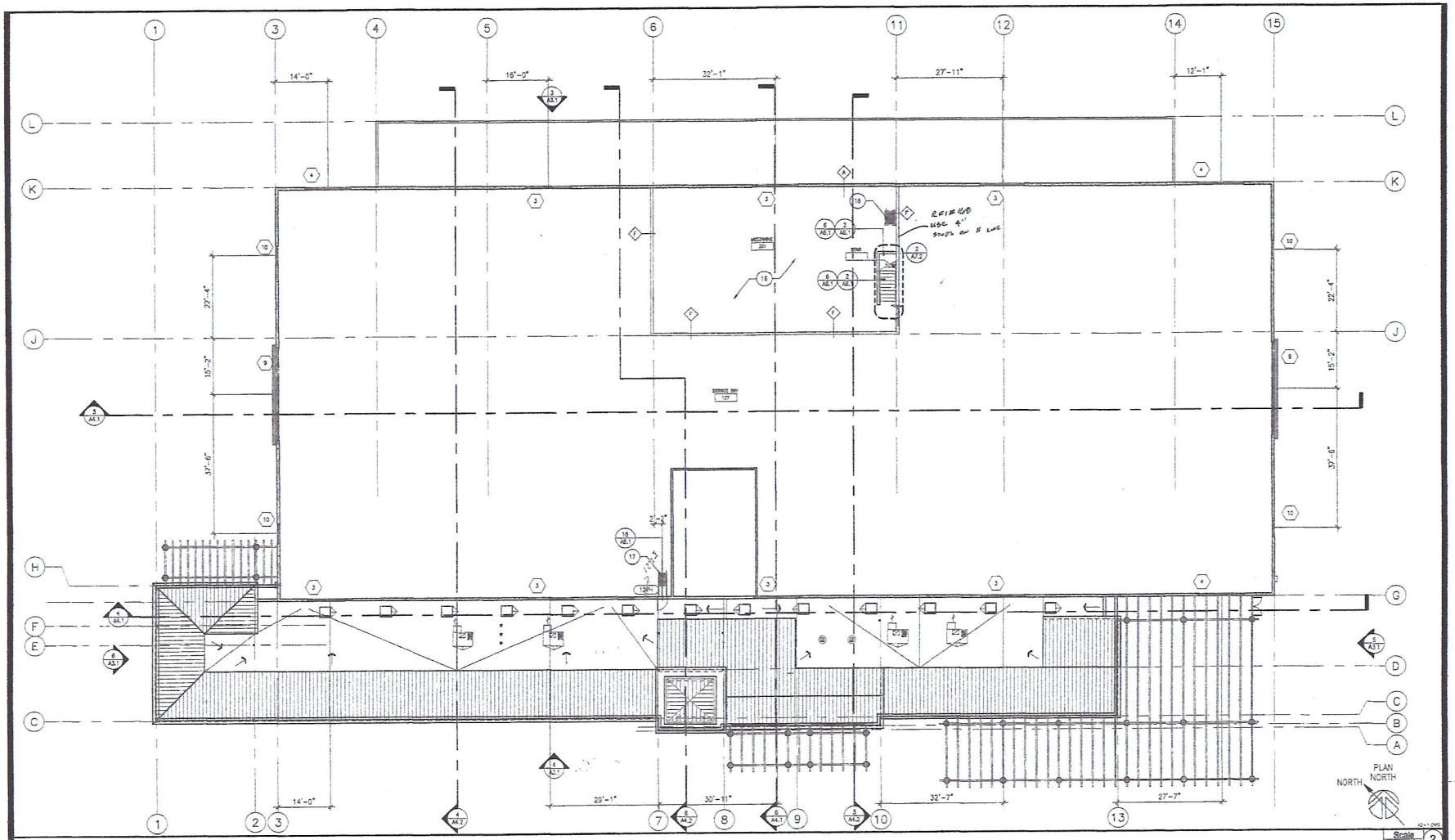
Redevelopment Agency County of Riverside
3525 Fourteenth Street
Riverside, CA 92501

Project Number: 046004.00

1st Floor Partial Dimension Plans

Date: 04/26/05
Drawn By:
Checked By: D.T.

A2.2
Sheet No.



Floor Plan

Scale 3/32" = 1'-0" (2)

- (X) NEW STOREFRONT SYSTEM, TORRANCE ALUMINUM, COLOR ICI540 SEE WINDOW SCHEDULE 4/A8.0
- (X) NEW WINDOW,TORRANCE ALUMINUM, COLOR ICI 540, SEE WINDOW SCHEDULE 4/A8.0.
- (XXXX) NEW DOOR, SEE DOOR SCHEDULE 3/A8.1.
- (XXXX) NEW OVERHEAD DOOR, COLOR ICI 540 BUTTERFIELD, SEE DOOR SCHEDULE 3/A8.1
1. NEW BASE CABINETS AND COUNTER TOP (PER WIC STANDARDS), SEE INTERIOR ELEVATIONS.
2. NEW APPLIANCES, SEE ENLARGED PLANS AND INTERIOR ELEVATIONS.
3. NEW VENDING MACHINE (N.I.C.)
4. NEW JANITOR SINK, SEE PLUMBING PLANS.
5. NEW FULL HEIGHT KEY STORAGE CABINET (PER WIC STANDARDS) SEE DETAIL 17 & 19 A/10.1
6. NEW ACCESSIBLE DRINKING FOUNTAIN, SEE DETAIL 13/C1.7
7. NEW ACCESSIBLE EYE WASH, EMERGENCY SHOWER AND UTILITY SINK, SLOPE AREA SHOWN TO DRAIN. SEE DETAIL 19/A10.0.
8. NEW LOCKERS, SEE ENLARGED PLAN
9. NEW BASE CABINETS AND STAINLESS STEEL COUNTER TOP (PER WIC STANDARDS), SEE INTERIOR ELEVATIONS.
10. NEW STOCK AND PARTS RACKS (N.I.C.)
11. NEW TIRE RACKS (N.I.C.)
12. NEW HOUSEKEEPING PAD FOR AIR COMPRESSORS, SEE STRUCTURAL DRAWINGS, SLOPE PAD TO CENTER DRAIN.
13. AREA OF DEPRESSED SLAB (2-1/2" TYPICAL), SEE STRUCTURAL DRAWINGS.
14. EQUIPMENT PIT (16-1/2") SEE STRUCTURAL DRAWINGS.
15. NEW AND RELOCATED EQUIPMENT, SEE EQUIPMENT PLAN SHEET A2.7
16. NEW CONCRETE FLOOR OVER 3" X 20 GA METAL STEEL DECK, SEE STRUCTURAL S2.1
17. NEW ACCESS LADDER BY O'KEEFFE'S, SEE DETAIL 1/A7.4
18. NEW ACCESS LADDER BY O'KEEFFE'S, SEE DETAIL 3/A7.4

Key Notes

Scale N.T.S. (5)

WALL TYPE LEGEND

- (A) NEW WALL TYPE A. PER DETAIL 1/A8.0, 1/S3.2
- (B) NEW WALL TYPE B/B1. PER DETAIL 3/A8.0, 1/S3.1 & 5/S1.5
- (C) NEW WALL TYPE C. PER DETAIL 5/A8.0, 2/S3.1 & 5/S1.5
- (D) NEW WALL TYPE D. PER DETAIL 7/A8.0, 2/S1.5 & 10/S1.4
- (E) NEW WALL TYPE E. PER DETAIL 9/A8.0 & 10/S1.4
- (F) NEW WALL TYPE F. PER DETAIL 11/A8.0 & 5/S1.4 SIM.
- (G) NEW WALL TYPE G. PER DETAIL 13/A8.0

CONSTRUCTION SET
Date: MAY 15 2006

Wall Legend

WALL TYPES Scale NTS (1)

WWC OT
Widom Wein Cohen O'Leary Terasawa

4380 Latham Street
Suite H
Riverside, California 92501
Telephone (951) 682-8470
Fax (951) 682-1801
www.wwcot.com

Santa Monica Office
Palm Springs Office
Mexico City Office

Building Department Submittal: 09/28/05
Issued For Bid:
Issued For Construction: MAY 15 2006

KEMP BROS. CONSTRUCTION, INC.
AS-BUILT DRAWING

100% CONSTRUCTION DOCUMENTS
SEPTEMBER 28, 2005

Rubidoux Fleet Services Building
5293 Mission Blvd.
Riverside, CA 92509

Redevelopment Agency County of Riverside
3525 Fourteenth Street
Riverside, CA 92501

Project Number: 046004.00

2nd Floor Plan

Date: 04/26/05
Drawn By:
Checked By: D.T.

A2.3
Sheet No.

File Path & Name: F:\PROJECTS\046004-00A CD\SHEETS\A2-3.DWG
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RETURN TO AGENDA

City of Jurupa Valley

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL MEMBERS**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **JOE PEREZ, COMMUNITY DEVELOPMENT DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 17.B**

INITIATION OF A GENERAL PLAN AMENDMENT TO ALLOW A 250-ACRE MIXED-USED PROJECT TO INCLUDE WAREHOUSE AND DISTRUBTION USES OUTSIDE OF THE MIRA LOMA AND AGUA MANSA WAREHOUSE AND DISTRIBUTION CENTER OVERLAYS

RECOMMENDATION

By motion, that the City Council initiate a General Plan Amendment as described below in this staff report to enable the applicant, EM Ranch Owner, LLC, to seek approval of a Specific Plan and Development Agreement for a 250-acre mixed-use project that will include logistics distribution warehouse uses at the existing Emerald Meadows Ranch Specific Plan site generally located south of State Route 60, east of Rubidoux Boulevard, west of Santa Ana River, and north of 34th Street.

BACKGROUND

Sec. 9.30.040 of the Municipal Code (General Plan Technical Amendments and Entitlement / Policy Amendments) enables the City Council to initiate General Plan Amendment proceedings. Such an action does not require a public hearing and does not imply that any such amendment will be approved.

City initiated General Plan Amendments related to policies and regulations that apply city-wide should be distinguished from General Plan Land Use Amendments that are sought by land owners and developers. A developer may make a direct application to change the land use designation on a development site in the same manner as a zone change request. However, every General Plan Amendment that changes a policy must be initiated by the City Council. The cost to process an amendment such as this one, which is associated with a development application, is borne by the applicant and the amendment is processed concurrently with the other entitlements for the project.

Every General Plan Amendment (GPA) requires environmental documentation, staff analysis and public hearings by the Planning Commission and City Council before it can be adopted. The following considerations apply to the initiation process, which only authorizes the process to begin:

1. Initiation of a General Plan Amendment does not entail an evaluation of the merits of the proposed project, but only whether or not to proceed with a formal evaluation process and public hearings.
2. The City Council members may express their opinions as to whether the City should proceed with the formal evaluation process, but should reserve their opinions regarding the merits or the ultimate action on the General Plan Amendment until the evaluation process and public hearings have been completed.
3. The only issue before the Council at this time is whether or not to initiate the General Plan Amendment process in order to study the General Plan Amendment and obtain public comment. Once the formal evaluation process and public hearings are completed, the City Council will have the opportunity to approve or disapprove or make changes to the proposed General Plan Amendment.

Should the Council decline or take no action to initiate a General Plan Amendment, the applicant must develop the property in accordance with the existing General Plan land use designation and related policies.

Previous Request from the Applicant

In 2020, the applicant requested the City Council to initiate a General Plan Amendment (GPA) to allow a mixture of uses including industrial warehouse (not permitted outside of the General Plan Warehouse & Distribution Center Overlays) and commercial uses such as retail, dining, medical, and lodging. As part of the request, the applicant offered to enter into a Development Agreement (if the GPA is initiated) that will ensure certain community benefits to offset potential negative aspects of logistics and warehousing uses.

After receiving 19 public comments and City Council discussion, the City Council voted to deny the initation of the General Plan Amendment. The staff report and minutes for the April 2, 2020 meeting are attached to this report. The staff report includes a summary of the history for the Emerald Meadows Ranch Specific Plan and project site. See Exhibit A for Project Site Location.

PROJECT DESCRIPTION

Recently, the applicant (same as property owner) submitted a new application for a revised project named “The District at Rubidoux.” See Attachment No. 1 for the applicant’s letter to the City Council with a proposed site plan and economic development overview of the project. The proposed development site is the majority (not entirety) of the Emerald Meadows Ranch Specific Plan. See Exhibit A for the Project Site Location. The proposed project is approximately 250 acres while the Emerald Meadows Ranch Specific Plan covers approximately 278 acres of land. The area that is excluded from the proposed project include most of the properties that are located on 34th Street.

The Emerald Meadows Ranch Specific Plan, adopted in 2006 (see Attachment 4), is a master planned community that would allow the potential development of 1,196 residential units (single-family to multiple-family units), 20 acres of commercial retail, 12-acre school site, and 25-acre church site.

EXHIBIT A. PROJECT SITE LOCATION

<u>Project Summary.</u> Per the attached March 24, 2021 letter from the applicant, the proposed mixed-use project includes the following uses on approximately 250 acres of land (see attached Conceptual Site Plan):

- Up to 1.5 million square-feet of warehouse distribution centers and/or other logistics use that would only be permitted in the General Plan Warehouse & Distribution Center Overlays
- Retail / commercial / warehouse uses
- Commercial neighborhood center
- Community oriented services
- Hospitality
- Residential uses that provide different housing products for a mix of incomes and structures would not exceed three stories
- Public open spaces, parks, and recreation

ANALYSIS

The entitlements for the project would include a General Plan Amendment, Change of Zone, Specific Plan, Development Agreement, and possibly other entiltements for implementation of the project.

The applicant has proposed entering into a Development Agreement to provide community benefits to offset negative aspects or impacts of the proposed warehouse distribution center use or related logistics use. Community benefits or other obligations of a Development Agreement are in addition to any requirements (e.g., off-site improvements, and payments of fees) of a project that would be required per a code requirement, mitigation measure, or a condition of approval. The applicant's letter includes several examples of community benefits for their Development Agreement: Transit Occupancy Tax, Point of Sales Tax, and other general fund fiscal considerations.

If the City Council initiates the General Plan Amendment, the applicant may proceed with the application process including public hearing process. City Council will consider the proposal and take action on the entitlements.

If the City Council does not initiate the General Plan Amendment, the applicant may proceed with implementing the adopted Emerald Meadows Ranch Specific Plan.

CONCLUSION

It is recommended that the General Plan Amendment be initiated and applicable only to the project site in order to allow the Planning Commission and City Council to consider the potential benefits of the project.

FINANCIAL IMPACT

The City's deposit based process fees paid by the applicant will apply to this project and cover the City's cost to process the General Plan Amendment concurrently with any other entitlements.

ALTERNATIVES

1. The recommended action: That the City Council initiate a General Plan Amendment to enable the applicant, EM Ranch Owner, LLC, to seek approval of a General Plan Amendment and other required entiltements for a 250-acre mixed-use project that will include logistics distribution warehouse uses at the existing Emerald Meadows Ranch Specific Plan site generally located south of State Route 60, east of Rubidoux Boulevard, west of Santa Ana River, and north of 34th Street.
2. Decline to initate the General Plan Amendment request at this time.
3. Defer action and request additional information on the General Plan Amendment initiation request.

Prepared by:

Joe Perez
Community Development Director

Submitted by:

Rod B. Butler
City Manager

Reviewed by:

Connie Cardenas
Administrative Services Director

Reviewed by:

Peter M. Thorson
City Attorney

Reviewed by:

Michael Flad
Assistant City Manager

ATTACHMENTS

1. Letter to City Council from Applicant (EM Ranch Owner, LLC) dated March 24, 2021 with the following exhibits:
    a. Exhibit A: Conceptual Site Plan
    b. Exhibit B: Site Boundary Map
    c. Exhibit C: Economic Development Overview
    d. Exhibit D: Conceptual Site Budget
2. City Council Staff Report for April 2, 2020 meeting (Agenda Item No. 17B)
3. City Council minutes for April 2, 2020 meeting (Agenda Item No. 17B)
4. Adopted Emerald Meadows Ranch Land Use Plan

ATTACHMENT NO. 1

THE DISTRICT @ Rubidoux
Jurupa Valley, California

March 24, 2021

Honorable Mayor and Members of the City Council
Mr. Rod Butler, City Manager
City of Jurupa Valley
8930 Limonite Ave.
Jurupa Valley, CA 92509

Subject: EM Ranch Owner, LLC - Request for Approval of Initiation of General Plan Amendment, Plan Number: MA21068

Dear Honorable Mayor, City Council Members, and City Manager:

EM Ranch Owner, LLC ("EM Ranch"), owner of the property identified herein as "The District at Rubidoux", is respectfully requesting the City of Jurupa Valley City Council approve the initiation of a General Plan Amendment ("GPA") to establish the Agua Mansa Warehouse and Distribution Center Overlay ("AMO") over the approximately 250-acre site located at the southeast corner of the State Route 60 and Rubidoux Blvd., and formerly known as Emerald Meadows Ranch (the "Property"). *See attached ("Exhibit B") for Site Boundary Map.*

PROJECT DESCRIPTION

The Property has a General Plan land-use designation of commercial and residential mixed use at varying densities with a Specific Plan Zoning designation. More specifically, the current zoning consists of Commercial Residential ("CR"), Medium Density Residential ("MDR"), Medium High Density Residential ("MHDR"), and High Density Residential ("HDR"). This request for GPA initiation is to allow flexibility to include a wider variety of land uses on the Property that are permitted within AMO. The GPA initiation would allow the evaluation of whether or not the property could accommodate other uses as permitted under AMO, including 1.5 million square feet of warehouse and logistics in addition to multiple Industrial/Retail point of sale sites, a commercial neighborhood center intended to attract a neighborhood market and other community oriented services, hospitality, mixed income residential with densities of three stories or less, as well as public open spaces parks and recreation. *See attached ("Exhibit A") for Conceptual Site Plan.*

The Project traffic flow will be mitigated by implementing separation zones, paseos, and street treatments between the industrial uses and the residential community to ensure all industrial traffic flows efficiently onto the freeway system without impacting the adjacent residential community.

DEVELOPMENT AGREEMENT

The site development will be subject to a future Development Agreement with the City of Jurupa Valley ("the "City") that is intended to provide significant financial and community benefits to the

City and the surrounding area, such as Transit Occupancy Tax, Point of Sales Tax, and other general fund fiscal considerations as established by the AMO Development Agreement.
The Development Agreement is intended to provide not only financial benefits to the City but also include significant Community benefits such as a vibrant commercial neighborhood center with a neighborhood market, sit-down restaurants, a bank, and area-serving retail, professional service hospitality and conference center, as well as a mixed-income residential community.

Other benefits may include public open space, neighborhood-park, community center, and other benefits. These alternatives will be analyzed as part of the proposal given the opportunity to move forward with this GPA request.

ECONOMIC AND FISCAL ANALYSIS

An Economic and Fiscal Impact report was prepared by David Taussig and Associates ("DTA") to analyze the potential direct and induced benefits of the Project to the City and surrounding community. The Project is anticipated to generate on-going benefits to the City's General Fund that can offset expenditures by approximately 5% to 10% of the City's overall annual budget. The Project construction is projected to stimulate short-term labor by approximately 4,800 direct and indirect jobs, and generate approximately 3,300 long term quality jobs that can benefit the City. *See attached ("Exhibit C") for Economic Development Overview.*

The Project will also help the City meet its quota of the California State RHNA residential requirements with the inclusion of mixed-income housing. Additionally, EM Ranch is committed to implementing various Environmental Justice elements and support the City's vision for an Environmental Equity for all Persons.

We believe this Property has significant unfulfilled economic potential for the City and the ownership, which can be realized by permitting EM Ranch to evaluate various development options for the site. This assessment will be performed at the sole risk of EM Ranch. We believe that by permitting the exploration of the GPA the City Council can make an informed determination on realistic uses once we have completed further site analysis in collaboration with the City

DEVELOPMENT BUDGET

The critical mass of this large Property with its immediate access to the 60 Freeway allows for the creation of an iconic gateway into the City and will be a catalyst for the Rubidoux District economic development. To provide scale, the Property is comparable in size to two (2) Disneyland Parks which helps to support the use of 1.5 million square feet of logistics, and multiple Industrial/Retail tenants that would generate point of sale taxes to the City. The overall project buildout cost to improve the Property with the intended vision could be well over $675 million. Pursuant to the project civil engineer, the project's infrastructure improvement cost for streets, sidewalks, utilities, onsite and offsite improvement alone could be well over $61 million, not including the additional cost to improve the onsite parks and recreation facilities, which could easily add another $5 million to the site development budget. *See attached ("Exhibit D") for Conceptual Site Budget.*

SITE MAINTAINANCE

Since acquiring the site in January 2018, EM Ranch has fenced off the Property and patrolled it seven days a week with full time on-site resident patrol, and managed the removal of brush, debris, and illegal dumping on regular basis. Additional steps have been taken in working with the Sheriff's Department to remove homeless camps that for years have negatively impacted the safety and security of the neighborhood adjacent to the property.

CITY COUNCIL ACTION

The vision for the Property is to transform it into an interactive cohesive district that would contribute to the financial wellbeing of the City, generate high quality jobs, provide critical public benefits, provide a mix of residential uses, and become a destination for the neighborhood and the community at large. The ownership is committed to communicating its vision concisely and affirmatively through the establishment of the Agua Mansa Warehouse and Distribution Center Overlay on the Property, while concurrently processing a General Plan Amendment that would benefit the Rubidoux District at large.

Therefore, EM Ranch is respectfully requesting that the Jurupa Valley City Council approve the request for an initiation amendment of the General Plan to allow City staff to analyze a mix of uses on the Property so they guide EM Ranch to work with its consulting team and the City residents to further define the vision for the property.

We look forward to working with the City and the Rubidoux community to provide a high quality, mutually beneficial development that will transform the Rubidoux District into the City's eastern gateway.

Sincerely,

Mauricio Oberfeld
EM Ranch Owner, LLC
484 S. San Vicente Blvd.
Los Angeles, CA 90048

Attachments

Exhibit A: *Conceptual Site Plan*
Exhibit B: *Site Boundary Map*
Exhibit C: *Economic Development Overview*
Exhibit D: *Conceptual Site Budget*

EXHIBIT "A"

THE DISTRICT @ Rubidoux

Jurupa Valley, California

CONCEPTUAL OVERALL SITE PLAN

Architecture. Design. Relationships.

01

Scale	1" = 200'
Job No.	2018-245
Date	2021-03-25

EXHIBIT "B"

NORTH
GRAPHIC SCALE
(IN FEET)
1 inch = 200 ft.

THE DISTRICT @Rubidoux

Jurupa Valley, California

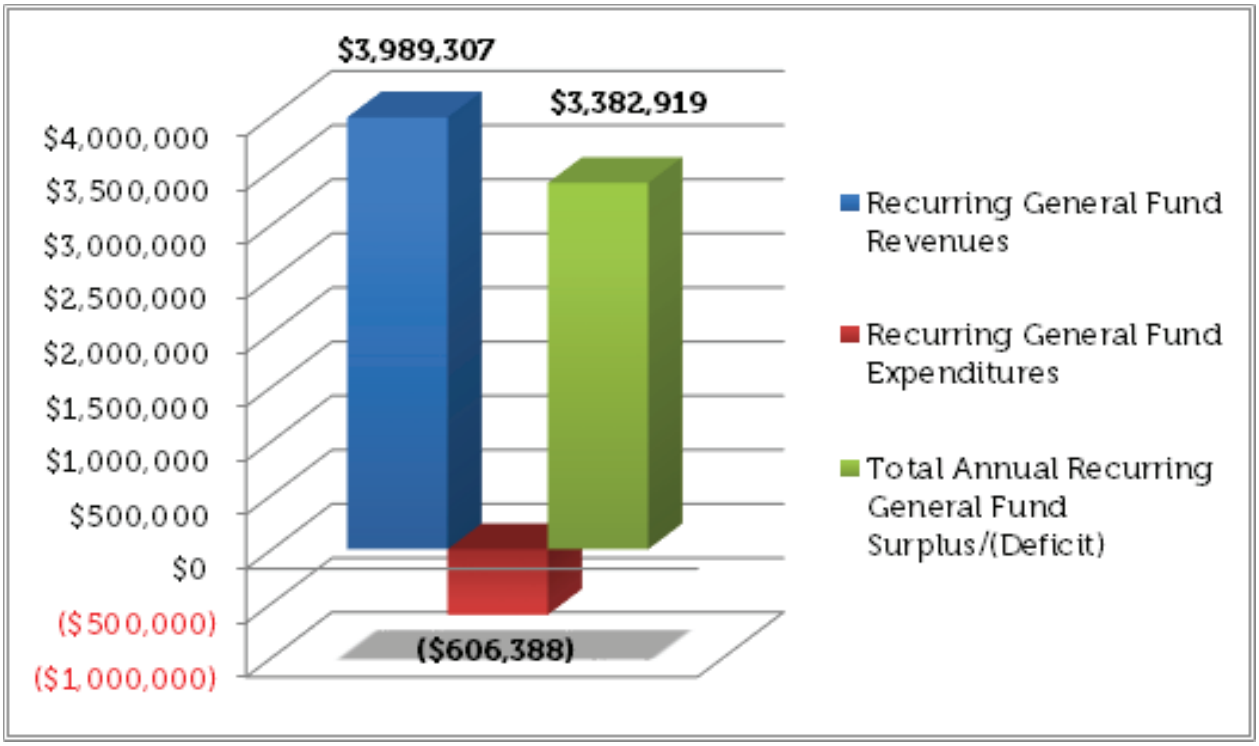
DAVID EVANS AND ASSOCIATES INC.	17782 17th Street Suite 200 Tustin California 92780-1947 Phone: 714.665.4500	DRAWN BY: BG CHECKED BY: MR	DISTRICTS AT ROUBIDOUX EXHIBIT "A"	SCALE: 1" = 200' DATE: 3/2/2020 SHT NO: 1 OF 1

Drawing Name: F:\V-DRIVE\PROJECTS\ROUBIDOUX\EXHIBITS\2020-03-02 Aerial Exhibit\2020-03-02 Aerial Boundary
Layout: Layout1
Last Saved: Mar 03, 2020 - 3:48pm by bcoo

"EXHIBIT C"

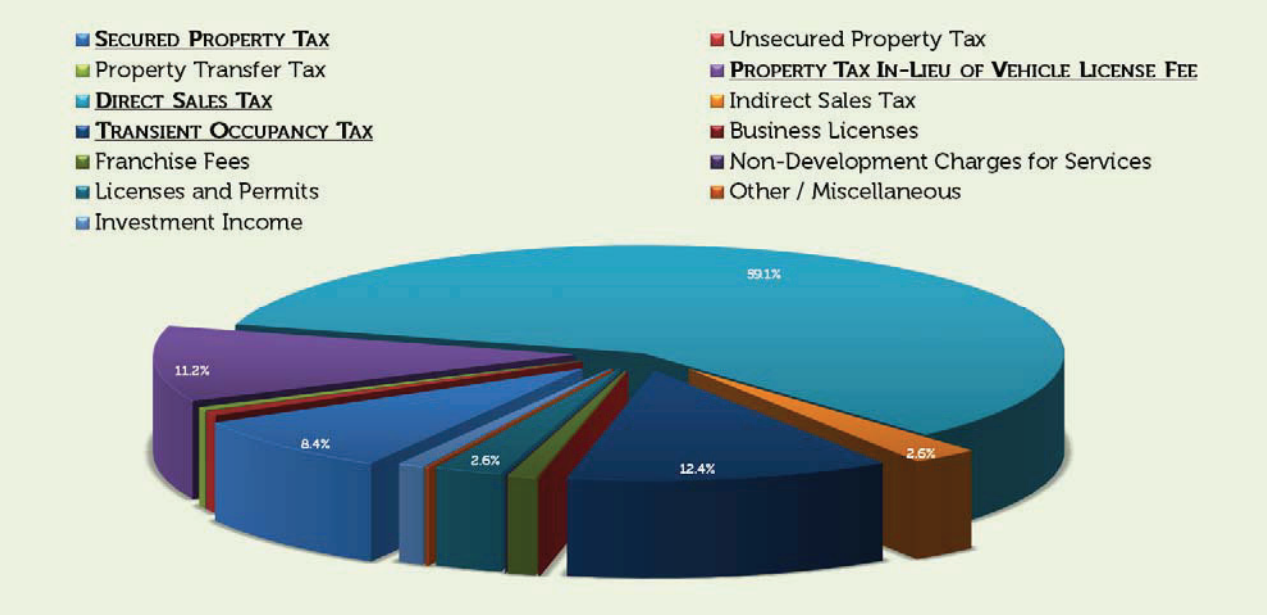
Based on the Conceptual
Site Plan Diagram

General Fund
Net Fiscal Impact at Project Build-Out

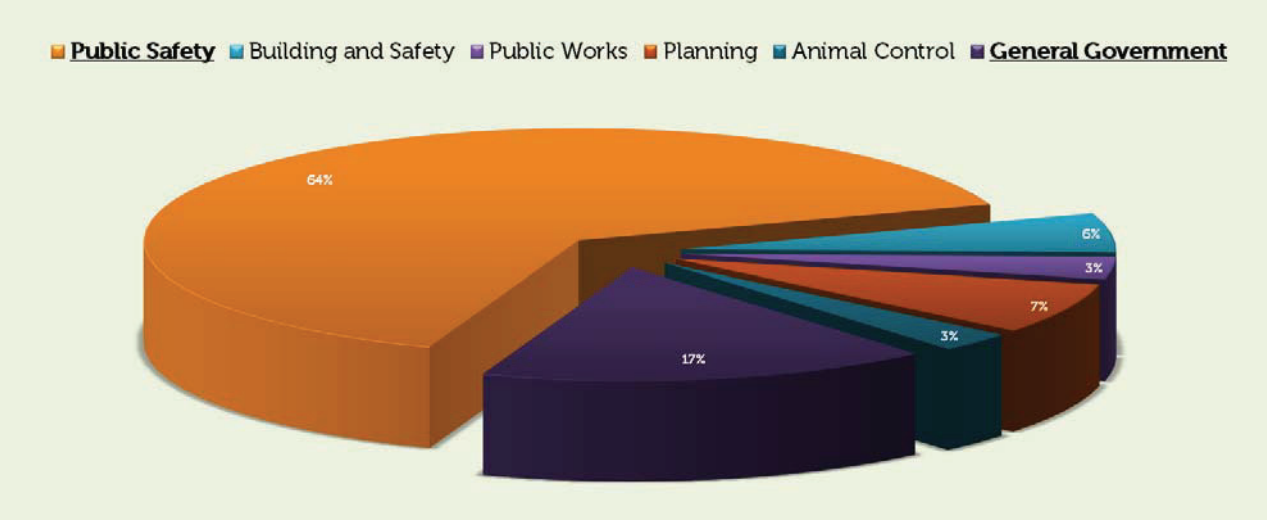


dta
www.FinanceDTA.com

Recurring General Fund Revenues at Project Build-Out Broken Down by Source



Recurring General Fund Expenditures at Project Build-Out Broken Down by Source



www.FinanceDTA.com

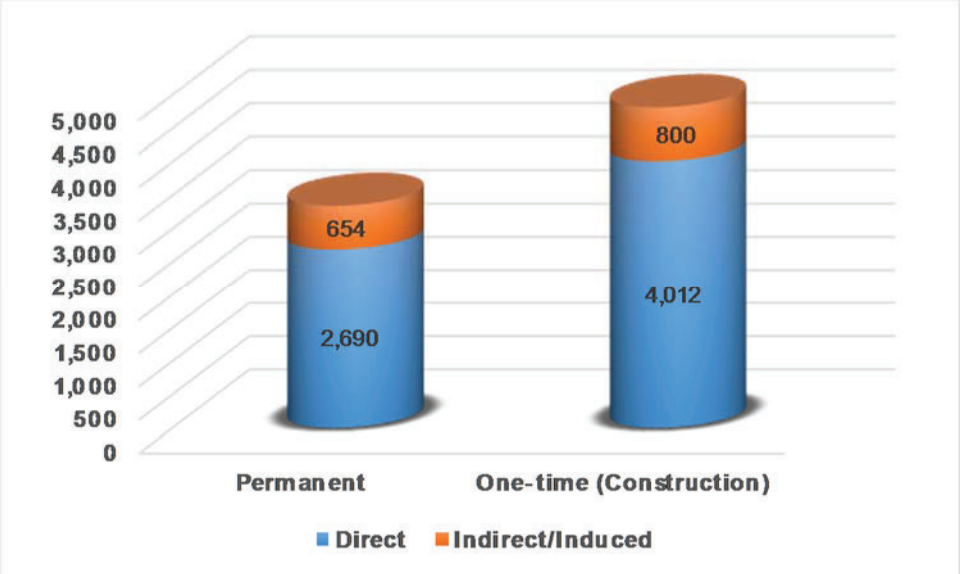
ECONOMIC IMPACT SUMMARY

Recurring Impact Conclusions
(City of Jurupa Valley)

Recurring Impacts	Direct	Indirect/Induced	Total
Employees	**2,690**	**654**	**3,344**
Overall Output	**$305,725,144**	**$85,112,623**	**$390,837,767**
Labor Income	$133,727,112	$27,621,203	$161,348,315
Other Value Added	$45,976,225	$22,598,184	$68,574,408
Intermediate Expenditures	$126,021,808	$34,893,236	$160,915,044

Note: All numbers are subject to rounding.

Jobs Generated by the Project



www.FinanceDTA.com

One-Time/Construction Impact Conclusions
(City of Jurupa Valley)

One-Time/Construction Impacts	Direct	Indirect/Induced	Total
Employees	**4,012**	**800**	**4,812**
Overall Output	**$562,060,825**	**$112,391,701**	**$674,452,526**
Labor Income	$235,371,046	$35,004,863	$270,375,909
Other Value Added	$73,913,092	$30,402,754	$104,315,846
Intermediate Expenditures	$252,776,687	$46,984,084	$299,760,771

Note: All numbers are subject to rounding.

Total Economic Output

"EXHIBIT D"

The District @ Rubidoux

Conceptual Estimate of Probable
Infrastructure Improvement Construction Cost

Prepared by:
David Evans and Assoc., Inc.
March 3, 2021

Construction Items	3/03/21 Estimate	
Site Preparation & Grading	$ 19,476,279	
Sanitary Sewer	$ 1,177,592	
Storm Drainage / WQMP	$ 2,100,408	
Domestic Water	$ 1,129,429	
Reclaimed Water	$ -	
Street Improvements	$ 5,220,248	
Franchise (Dry) Utilities	$ 6,669,196	
Street Landscaping / Walls / Signage	$ 5,949,168	
CalTrans ON/Off Ramp	$ 2,500,000	
Subtotal Construction Costs	$ 44,222,320	
Contingency on Construction	$ 8,844,464	
Contingency Percentage	20%	
Total Construction With Contingency	$ 53,066,784	
Consulting and Administration		
Consulting Services	$ 6,898,682	13%
Fees, Permits & Bonds	$ 1,592,004	3%
Subtotal Consulting and Administration	$ 8,490,685	
TOTAL BUDGET	**$ 61,557,469**	

Notes:

1. Includes onsite backbone infrastructure and offsite infrastructure
2. Grading of onsite and offsite roadways included in Grading Costs.
3. Onsite Parks and recreation facilities could add up to $5.0 million to the site budget.
4. Project buildout budget is estimated to be well over $675 million.

ATTACHMENT NO. 2

RETURN TO AGENDA

STAFF REPORT

DATE: **APRIL 2, 2020**

TO: **HONORABLE MAYOR AND CITY COUNCIL MEMBERS**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **THOMAS G. MERRELL, AICP, PLANNING DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 17.B**

INITIATION OF GENERAL PLAN AMENDMENT TO ALLOW WAREHOUSE / DISTRIBUTION USES OUTSIDE OF THE MIRA LOMA WAREHOUSE / DISTRIBUTION OVERLAY IN A PROPOSED DISTRICT AT RUBIDOUX (EMERALD MEADOWS) SPECIFIC PLAN (CASE NUMBER: MA19168), (APPLICANT: EM RANCH OWNER, LLC) (CONTINUED FROM THE MARCH 19, 2020 MEETING)

RECOMMENDATION

That the City Council initiate a General Plan Amendment to enable EM Ranch Owner, LLC to seek approval of an amendment to the Mira Loma Warehouse/Distribution Overlay in order to allow for an industrial and commercial development that will include logistics distribution warehouse uses on approximately 246 acres of land within a proposed specific plan that would replace the Emerald Meadows Specific Plan, generally located south of the SR60 freeway, west of the Santa Ana River, north of 34th Street, east of Rubidoux Boulevard.

BACKGROUND

Section 9.30.40.B, Initiation of Amendment Proceedings, of Title 9 of the Municipal Code, provides that the City Council may adopt an order to initiate General Plan Amendment proceedings at any time and that such an order shall not require a public hearing <u>and shall not imply that any such amendment will be approved</u>.

City initiated General Plan Amendments related to policies and regulations that apply citywide should be distinguished from General Plan Land Use Amendments that are sought by landowners and developers. A developer may make a direct application to change the land use designation on a development site the same as for a zone change. However, every General Plan Amendment that changes a policy must be initiated by the City Council. Nonetheless, the cost to process an amendment such as this one, which is associated with a development application, is borne by the applicant and the amendment is processed concurrently with the other entitlements for the project.

Every General Plan Amendment (GPA) requires environmental documentation, staff analysis and public hearings by the Planning Commission and City Council before it can be adopted. The following considerations apply to the initiation process, which only authorizes the process to begin:

1. Initiation of a GPA does not entail an evaluation of the merits of the proposed project, but only whether or not to proceed with a formal evaluation process and public hearings.
2. The Council may express their opinions as to whether the City should proceed with the formal evaluation process, but should reserve their opinions regarding the merits or the ultimate action on the GPA until the evaluation process and public hearings have been completed.
3. The only issue before the Council at this time is whether or not to initiate the GPA process in order to study the GPA and obtain public comment. Once the formal evaluation process and public hearings are completed, the City Council will have the opportunity to approve or disapprove or make changes to the proposed GPA.

Should the Council decline or take no action to initiate a GPA, the applicant must develop the property in accordance with the existing General Plan land use designation and related policies.

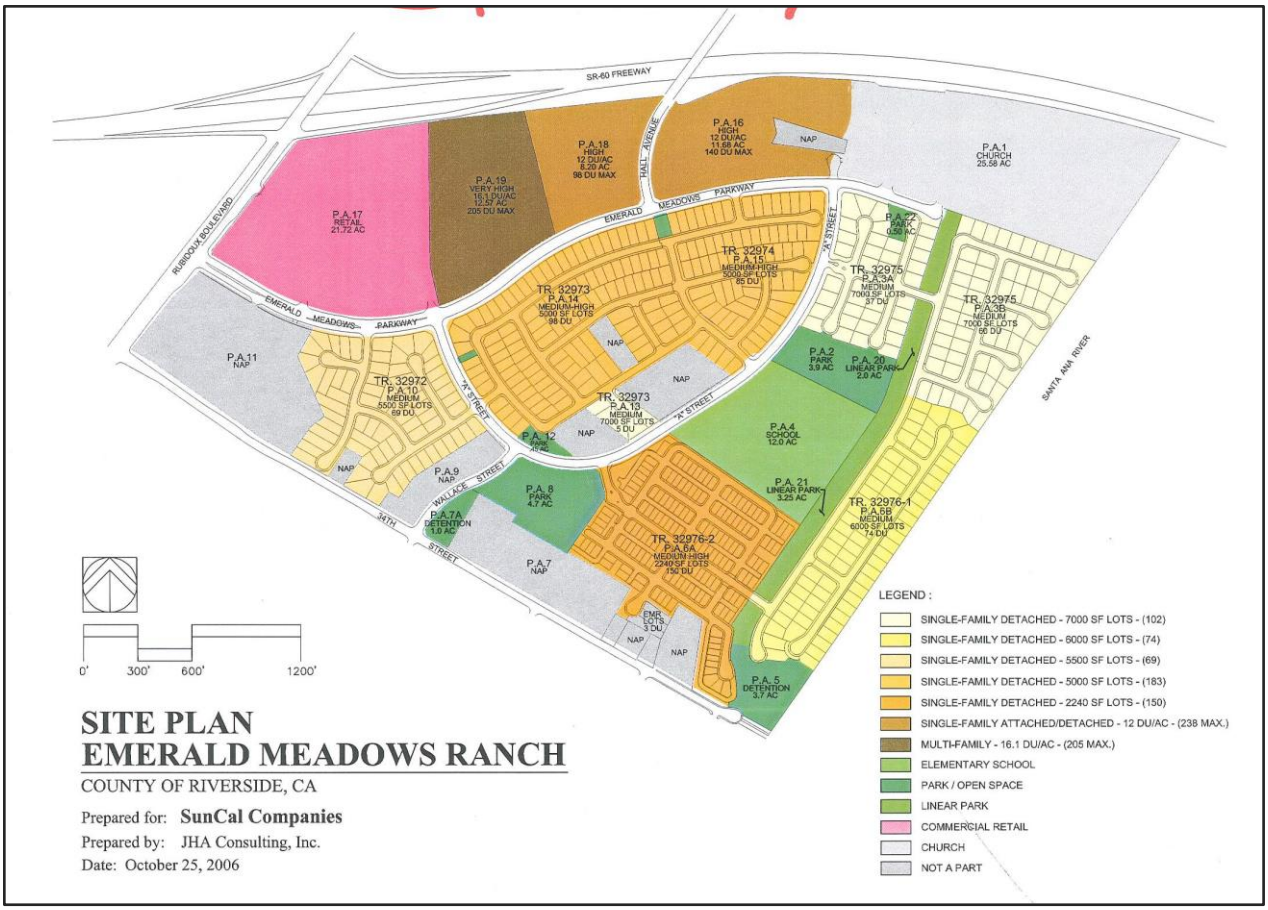
PROJECT BACKGROUND & LOCATION

EMERALD MEADOWS RANCH SPECIFIC PLAN

In 2006, the County Board of Supervisors adopted the Emerald Meadows Ranch Specific Plan, which provides for various densities of residential neighborhoods, school, park and church sites and a commercial site at Rubidoux Blvd. and the SR60 freeway. It was a project of SunCal and County EDA, involving consolidating multiple parcels under one ownership.

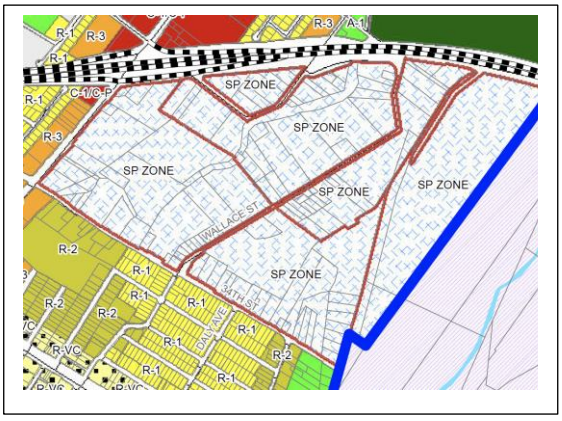
Subsequent to County approval, the recession resulted in the developer losing the property to foreclosure by Lehman Brothers. When Lehman filed for bankruptcy, it was required to liquidate its assets and the Emerald Meadows Ranch property was placed on the market. In 2016, a new owner made an application with the City Engineer to record a final map that had received a tentative map approval by the County prior to incorporation. The map would allow the site to be subdivided into several large development parcels, each corresponding to a planning area within the Specific Plan. The City Council denied the request to record the map because the conditions of approval had not been met.

To date, the property is zoned SP Specific Plan, which allows the various residential, institutional and commercial uses as shown on the land use plan below. The adopted Specific Plan also contains text that spells out the development standards and other special regulations such as off-site road and infrastructure requirements. The General Plan land use map designates various areas of the site for residential, institutional and commercial, generally consistent with the land use plan in the Emerald Meadows Specific Plan.



The Emerald Meadows Ranch Specific plan establishes residential neighborhoods of varying densities as well as sites for a church, school, parks and retail commercial.

Emerald Meadows General Plan



Emerald Meadows Zoning

2019 PRE-APPLICATION

EM Ranch Owner, LLC submitted a Preapplication in mid-2019 in order to receive information regarding the technical issues that must be addressed in processing entitlement applications for the project. The applicant provided preliminary concept plans for developing the site for industrial warehouse and commercial uses, and including

recreational facilities along the north side of 34th Street to buffer the excising residential neighborhood. The applicant received a report that identified issues from Engineering, Planning, RCSD, Health Dept., Fire, Sheriff, Flood Control, etc. The report identified the Mira Loma Warehouse / Distribution Overlay issue, indicating that the proposed industrial warehouse uses will require a General Plan amendment that will, in effect, allow an exception to the prohibition of such uses outside of Mira Loma.

Emerald Meadows Ranch site. Rubidoux Boulevard is in the foreground, the SR60 freeway to the left side of the photo.

PROJECT DESCRIPTION

The attached letter from the applicant, EM Ranch Owner, LLC, outlines their project objectives. As stated above, the applicant intends to develop the site with a mixture of industrial warehouse and various commercial uses, including retail, dining, medical and lodging. In order to buffer the existing residential neighborhood south of 34th Street, the project is to include recreational facilities between homes and industrial buildings.

The letter also includes the applicant's projection of economic benefit to the community. Staff has not analyzed this information and at this time cannot confirm it.

It is staff's understanding that the applicant is continuing to address the various issues identified in the pre-application and is continuing to plan the development. Thus, the development plan is a work-in-progress. This request to initiate a General Plan amendment to allow warehouse uses outside of the Mira Loma overlay area is made prior to submitting a formal application and fully developed plans in order to determine whether the plan may include such uses.

ANALYSIS

The applicant has offered to enter into a development agreement that will ensure certain community benefits will result in order to offset the negative aspects of logistics and warehousing uses. These proposed benefits are proposed to be implemented through the proposed specific plan project and Development Agreement.

It should be noted that the General Plan amendment for the Mira Loma overlay exception is not the only amendment needed. The project will also require a change in the land use map to allow industrial in place of the residential, church, school and park uses. Replacing the existing Emerald Meadows Specific Plan with the Proposed District at Rubidoux is a rezone of the property. Other entitlements needed include a Site Development Permit for the buildings, CUP and determination of public convenience or necessity for convenience stores that sell alcoholic beverages, etc.

Due to the size and strategic location of the site, along with its proximity to the Rubidoux Town Center and residential neighborhoods, staff supports allowing the process to move forward by permitting consideration of a potential amendment to the Mira Loma overlay. Although the applicant can elect to proceed without including this proposed amendment, they have stated it is a critical part of the project, and are unlikely to continue if their application cannot include it.

Further, regardless of the outcome, the process will be useful to generate a focus and consensus for the ultimate development of this significant site. Since all costs will be borne by the applicant, and since the City Council is not in any way obligated to approve the amendment, staff is recommending approval to initiate the amendment.

CONCLUSION

Staff recommends the City Council initiate the General Plan Amendment with the applicant's understanding that this action does not imply approval when the item is ultimately before the Council and the applicant will, at its own risk, bear all costs for processing the application.

FINANCIAL IMPACT

Staff time to process this application will be recovered by a developer application deposit. No additional costs to the City are anticipated.

ALTERNATIVES

1. Initiate a General Plan Amendment to enable EM Ranch Owner, LLC to seek approval of an amendment to the Mira Loma Warehouse/Distribution Overlay in order to allow for an industrial and commercial development that will include logistics distribution warehouse uses on approximately 246 acres of land within a proposed specific plan that would replace the Emerald Meadows Specific Plan, generally located south of the SR60 freeway, west of the Santa Ana River, north of 34th Street, east of Rubidoux Boulevard (the recommended action);
2. Decline to initiate the General Plan Amendment (this eliminates the warehouse uses from being considered; other industrial uses could be considered);
3. Defer action and request additional information on the General Plan Amendment request.

Prepared by:

Thomas G. Merrell, AICP
Planning Director

Submitted by:

Rod B. Butler
City Manager

Reviewed by:

Connie Cardenas
Director of Administrative Services

Reviewed by:

Peter M. Thorson
City Attorney

Reviewed by:

George A. Wentz
Deputy City Manager

Attachments:

1. Written Request from Applicant, EM Ranch Owner, LLC dated March 6, 2020

THE DISTRICT @ Rubidoux
Jurupa Valley, California

March 6, 2020

Honorable Mayor and Members of the City Council
Mr. Rod Butler, City Manager
City of Jurupa Valley
8930 Limonite Ave.
Jurupa Valley, CA 92509

Subject: MA19168: EM Ranch Owner, LLC - Request for Approval of Initiation of General Plan Amendment

Dear Honorable Mayor, City Council Members, and City Manager:

This letter is submitted on behalf of EM Ranch Owner, LLC ("EM Ranch"), owner of the property identified below, to request City Council approval to initiate amendment of the Mira Loma Warehouse Policy Area general plan ("Mira Loma GP") for the approximately 246-acre site located at the southeast corner of the State Route 60 and Rubidoux Blvd., and formerly known as Emerald Meadows Ranch (the "Property"). *See attached ("Exhibit A") for Site Boundary.*

The Property has a General Plan land-use designation of a mix of commercial and residential uses at varying densities. More specifically Commercial Residential ("CR"), Medium Density Residential ("MDR"), Medium High Density Residential ("MHDR"), High Density Residential ("HDR"). This request for amendment initiation is to allow flexibility to include a wider variety of land uses on the Property within a new Specific Plan, which are only permitted within the Mira Loma GP Area. This allows the evaluation of whether or not a portion of the property could accommodate other uses as permitted under the Mira Loma GP.

The Site Development will be subject to a future Development Agreement with the City of Jurupa Valley (the "City") that is intended to provide significant financial and community benefits to the City and the surrounding area, such as Transit Occupancy Tax, Point of Sales Tax, and other fiscal considerations. The Development Agreement is intended to provide not only financial benefits to the City but also include significant Community benefits such as a vibrant commercial center with a neighborhood market, restaurants and area-serving retail, a professional service hotel and conference center, medical facilities, as well as a mixed-income residential community. Other benefits may include public open space, neighborhood-park, community center, and other benefits. These alternatives will be analyzed as part of our proposal given the opportunity to move forward with our request.

We thought it is interesting to share the Economic and Fiscal Impact Analysis prepared by David Taussig and Associates ("DTA"). The Project is anticipated to generate on-going benefits to the City's General Fund that can offset expenditures by approximately 5% to 10% of the City's overall annual budget. The Project construction is projected to stimulate short-term labor by approximately 4,800 direct and indirect jobs, and generate approximately 3,300 long term quality jobs that can benefit the City at large. *See attached ("Exhibit B") for Economic Development Overview.*

The Project will also help the City meet its' quota of the California State RHNA residential requirements. Additionally, EM Ranch is committed to implementing various Environmental Justice elements and support the City's vision for an Environmental Equity for all Persons.

Since acquiring the site in January 2018, EM Ranch has fenced off the Property and patrolled it seven days a week, and managed the removal of brush, debris, and illegal dumping on regular basis. Additional steps have been taken in working with the Sheriff's Department to remove homeless camps that for years have negatively impacted the safety and security of the neighborhood adjacent to the property.

The critical mass of this large Property with its immediate access to the 60 Freeway allows for the creation of an iconic gateway into the City and will be a catalyst for the Rubidoux District economic development. To provide scale, the Property is comparable in size to two (2) Disneyland Parks which helps to support the use of warehousing. We believe this Property has significant unfulfilled economic potential for the City and the ownership, which can be realized by permitting EM Ranch to evaluate various development options for the site. This assessment will be performed at the sole risk of EM Ranch. We believe that by permitting us to explore an amendment to the Mira Loma GP, the City Council can make an informed determination on realistic uses for the site.

The vision for the Property is to transform it into an interactive cohesive district that would contribute to the financial wellbeing of the City, generate high quality jobs, provide critical public benefits, and become a destination for the neighborhood and the community at large. We are committed to communicating our vision concisely and affirmatively through a Specific Plan and Environmental Impact Report ("EIR") review, while concurrently processing a General Plan Amendment that would benefit the Rubidoux District.

Therefore, EM Ranch is respectfully requesting that the City Council approve the request for an initiation amendment of the Mira Loma Warehouse Policy Area general plan to allow City staff to analyze a mix of uses on the Property to guide EM Ranch to work with its consulting team and the City residents to further define the vision for the property.

We look forward to working with the City and the community to provide a high quality, mutually-beneficial development that will transform the Rubidoux District into the City's eastern gateway.

Sincerely,

Mauricio Oberfeld
EM Ranch Owner, LLC
484 S. San Vicente Blvd.
Los Angeles, CA 90048

Attachments

Exhibit A: *Site Boundary*
Exhibit B: *Economic Development Overview*

EXHIBIT A

EM Ranch LLC

THE DISTRICT @ Rubidoux
Jurupa Valley, California

JURUPA VALLEY REFERENCE AERIAL

Architecture. Design. Relationships.

00

Scale 1" = 200'
Job No 2018-345
Date 2020-03-16

EXHIBIT A

NORTH
GRAPHIC SCALE

THE DISTRICT @Rubidoux
Jurupa Valley, California

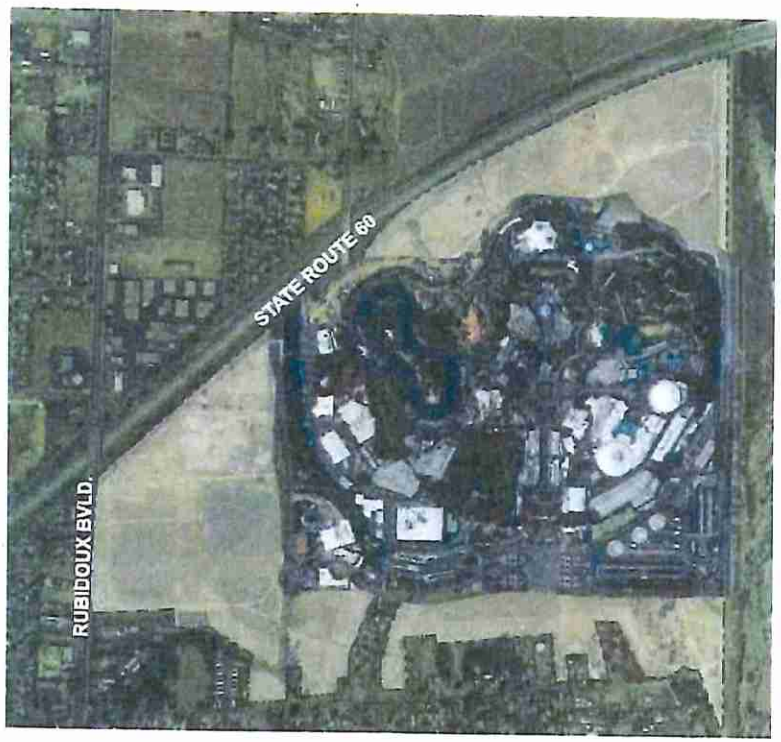
DAVID EVANS AND ASSOCIATES INC.
17782 17th Street Suite 200
Tustin California 92780-1947
Phone 714.832.4100

DRAWN BY: DG
DESIGNED BY: MR

DISTRICTS AT ROUBIDOUX
EXHIBIT "A"

SCALE: 1" = 200'
DATE: 3/2/2020
SHEET: 1 of 1

PROPERTY SCALE



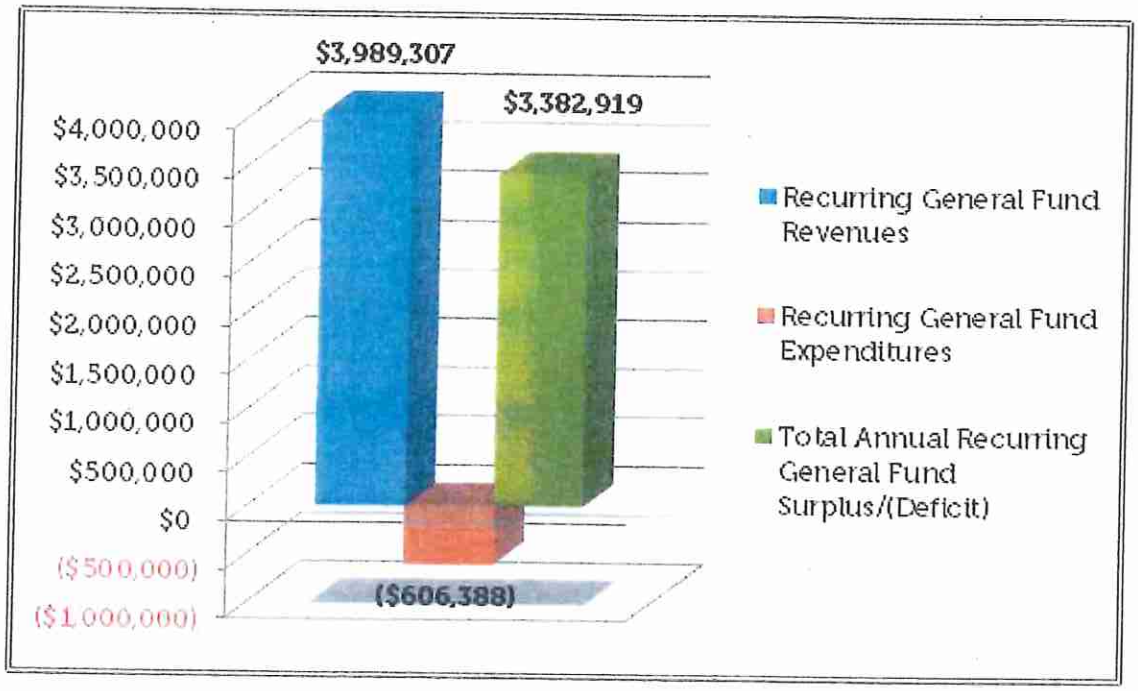
DISNEYLAND OVERLAY

LOS ANGELES COLISEUM OVERLAY

dta
www.FinanceDTA.com

EXHIBIT B

General Fund
Net Fiscal Impact at Project Build-Out



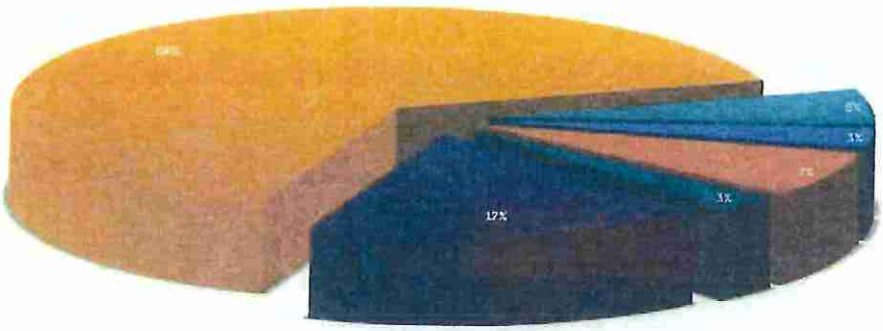
dta
www.FinanceDTA.com

Recurring General Fund Revenues at Project Build-Out Broken Down by Source

- Secured Property Tax
- Property Transfer Tax
- Direct Sales Tax
- Transient Occupancy Tax
- Franchise Fees
- Licenses and Permits
- Investment Income
- Unsecured Property Tax
- Property Tax In-Lieu of Vehicle License Fee
- Indirect Sales Tax
- Business Licenses
- Non-Development Charges for Services
- Other / Miscellaneous

Recurring General Fund Expenditures at Project Build-Out Broken Down by Source

- Public Safety
- Building and Safety
- Public Works
- Planning
- Animal Control
- General Government



THE DISTRICT @ Rubidoux
Jurupa Valley, California

dta
www.FinanceDTA.com

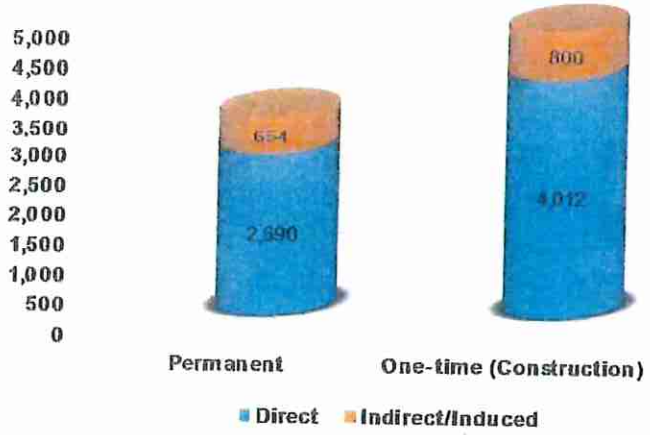
ECONOMIC IMPACT SUMMARY

Recurring Impact Conclusions
(City of Jurupa Valley)

Recurring Impacts	Direct	Indirect/Induced	Total
Employees	**2,690**	**654**	**3,344**
Overall Output	**$305,725,144**	**$85,112,623**	**$390,837,767**
Labor Income	$133,727,112	$27,621,203	$161,348,315
Other Value Added	$45,976,225	$22,598,184	$68,574,408
Intermediate Expenditures	$126,021,808	$34,893,236	$160,915,044

Note: All numbers are subject to rounding.

Jobs Generated by the Project



THE DISTRICT @ Rubidoux
Jurupa Valley, California

dta
www.FinanceDTA.com

One-Time/Construction Impact Conclusions (City of Jurupa Valley)

One-Time/Construction Impacts	Direct	Indirect/Induced	Total
Employees	**4,012**	**800**	**4,812**
Overall Output	**$562,060,825**	**$112,391,701**	**$674,452,526**
Labor Income	$235,371,046	$35,004,863	$270,375,909
Other Value Added	$73,913,092	$30,402,754	$104,315,846
Intermediate Expenditures	$252,776,687	$46,984,084	$299,760,771

Note: All numbers are subject to rounding.

Total Economic Output

ATTACHMENT NO. 3

Ayes: **C. Barajas, L. Barajas, B. Berkson, M. Goodland, A. Kelly**
Noes: **None**
Absent: **None**

17. COUNCIL BUSINESS

A. MID-YEAR BUDGET PRESENTATION AND AMENDMENTS (CONTINUED FROM THE MARCH 19, 2020 MEETING)

Connie Cardenas, Administrative Services Director, presented the staff report.

Mayor Anthony Kelly discussed the state of the City's finances

Lieutenant Danny Young provided information on the request for a motorcycle officer and the timing as to when the officer would be deployed.

Further discussion followed.

By consensus, the City Council received and filed the Mid-Year Budget Presentation; and approved the Fiscal Year 2019-20 Mid-Year Budget Amendments to the City's Budget.

Ayes: **C. Barajas, L. Barajas, B. Berkson, M. Goodland, A. Kelly**
Noes: **None**
Absent: **None**

B. INITIATION OF A GENERAL PLAN AMENDMENT TO ALLOW WAREHOUSE / DISTRIBUTION USES OUTSIDE OF THE MIRA LOMA WAREHOUSE / DISTRIBUTION OVERLAY IN A PROPOSED DISTRICT AT RUBIDOUX (EMERALD MEADOWS) SPECIFIC PLAN (CASE NUMBER: MA19168), (APPLICANT: EM RANCH OWNER, LLC) (CONTINUED FROM THE MARCH 19, 2020 MEETING)

City Attorney Peter Thorson recommended that Mayor Kelly recuse himself from this matter, step down from the dais, and leave the Council Chamber.

Mayor Anthony Kelly stated that he disagreed with this recommendation and remained at the dais, stating that since he has no financial conflicts, it would be a disservice to his constituents and the City of Jurupa Valley if he were to recuse himself from this matter.

Thomas Merrell, Planning Director, presented the staff report. Mr. Merrell reported that the new owner of the property is seeking to develop it with a component of distribution/warehouse in order to allow a distribution warehouse in Rubidoux which is not within the Mira Loma Warehouse Overlay area. He explained that this requires an amendment to the City's General Plan as the only place that a

distribution/warehouse is permitted is in the Mira Loma area which is outside the area where the applicant is proposing to develop. The project includes 250 acres of land which will include up to 4 million square-feet of distribution/warehouse in combination with other types of industrial or commercial uses such as hotels, retail commercial, dining, medical, and recreation open space. The only reason for this item tonight is because of the warehouse component of this project. Mr. Merrell stated that even if the Council were to approve the initiation of the General Plan Amendment, it does not suggest that the Council is obligated to approve the project after all the necessary studies and hearings are completed. Mr. Merrell outlined the Staff's recommendations and the options that are before the Council.

Mauricio Oberfeld, representing EM Ranch, LLC, (applicant) spoke in support of the project and provided information on his background and philanthropy efforts. He outlined the size of the project and his vision which is to create an "iconic gateway to the City." He discussed the present condition of the property which includes illegal dumping, homeless encampments, and other blighted conditions. He reported that the current zoning allows for up to 1,770 mixed density residential units and 355,000 square feet of commercial which, in his view, is a project that would not benefit the city and would take up to 30 years to develop. He outlined their public outreach efforts and their highest and best uses for the property which would create significant tax revenue. He submitted a signed petition with 25 signatures that are in support of the project.

The City Clerk read aloud the following comments:

Laura Roughton urged the Council to decline to initiate the GPA which would eliminate the warehouse uses from being considered. She commented that she sees no reason to place large scale industrial and warehousing in a location that will stand for years to come as the first thing that greets visitors to Jurupa Valley. She added that the promised Development Agreement to offset the harm that warehousing impacts would bring to the area could never truly be offset with benefits.

Guillermo and Michelle Reyes spoke in support of the GPA, commenting that they have had to deal with homeless encampments and blight and they are looking forward to new development in this area. There has been a great deal of development on the west side of Jurupa Valley, but there has been no development to improve the Rubidoux area which is disappointing, especially as a taxpayer. The Emerald Meadows property needs development and he and his wife are in favor of the development.

Bonnie Butler commented that she is opposed to the Emerald Ridge project. This is a residential area. The infrastructure does not support an industrial/warehouse development. She questioned whether products from developing countries will be brought in to this residential community and stored which may create public health concerns.

Mayor Anthony Kelly thanked the developer for listening to the residents of the community and bringing forward a project that will be beneficial for the community.

Brian Hardy, Vice President Land Entitlement, Richland Communities, provided additional comments and thanked the Council for their input.

E. CITY COUNCIL REVIEW OF THE DRAFT 2019 GENERAL PLAN ANNUAL PROGRESS REPORT

Thomas Merrell, Planning Director, presented the staff report.

Further discussion followed.

By consensus, the City Council received and filed the 2019 General Plan Annual Progress Report and directed staff to so notify the California Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD).

Ayes: C. Barajas, L. Barajas, B. Berkson, M. Goodland, A. Kelly
Noes: None
Absent: None

18. CITY ATTORNEY'S REPORT

City Attorney Peter Thorson had no report.

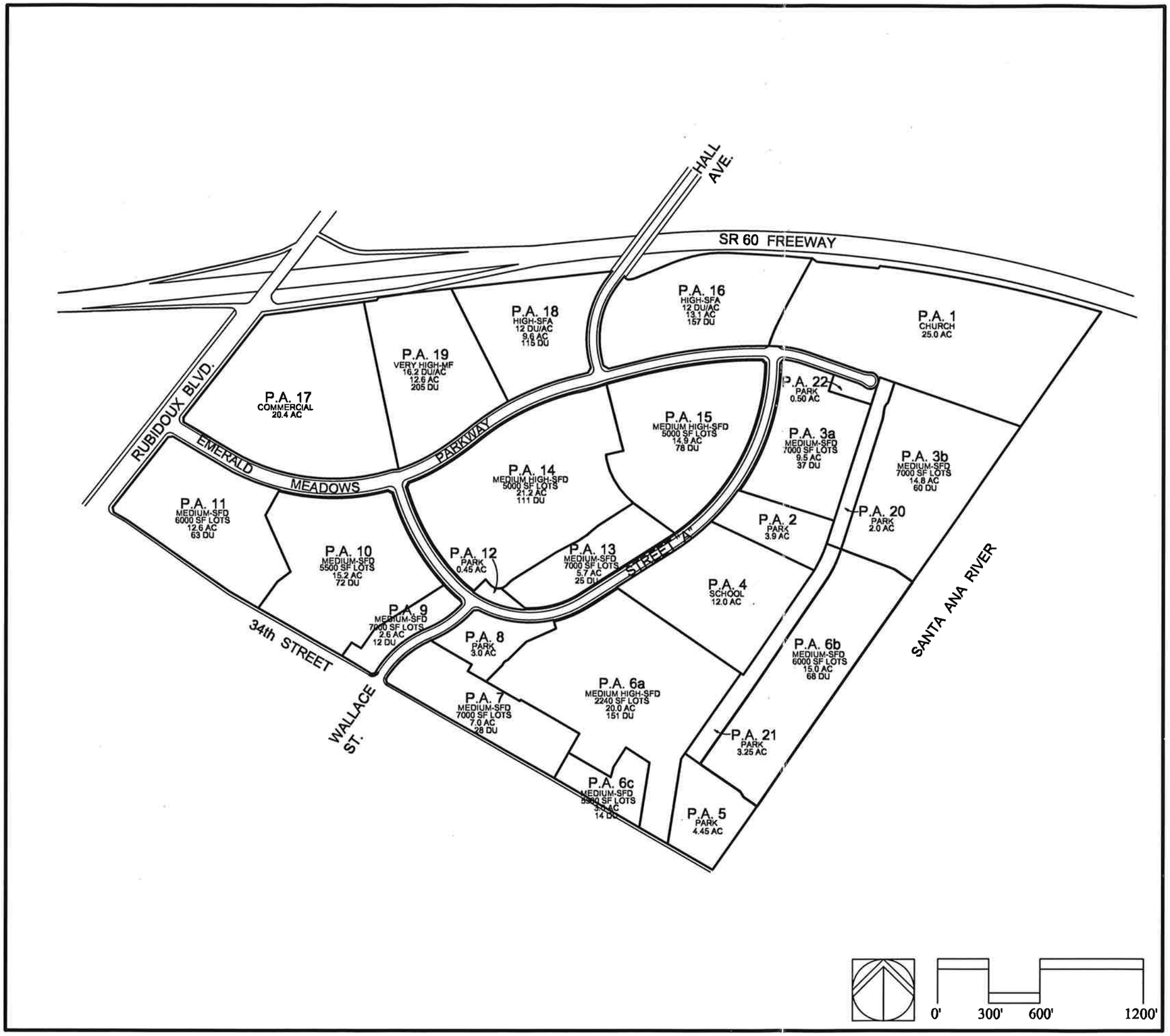
19. COUNCIL MEMBER REPORTS AND COMMENTS

Council Member Chris Barajas announced a food giveaway at the Jurupa Community Center on Friday, April 3rd from 2 pm to 4 pm for those in need. The first hour will be reserved for senior citizens.

Council Member Micheal Goodland announced that during the current COVID-19 crisis, the members of Healthy Jurupa Valley are available to provide assistance. He announced that the Community Prosperity Action Team has been working with the businesses in Rubidoux to keep them connected and are sharing resources related to the CARES Act, which contains billions in relief for American workers and small businesses.

He noted that a City employee complimented City Manager Rod Butler for his operational knowledge, work ethic, and his demeanor towards City staff. He thanked Mr. Butler for his great work.

ATTACHMENT NO. 4



SPECIFIC PLAN

EMERALD MEADOWS RANCH

County of Riverside, CA

EXHIBIT NAME

LAND USE PLAN

RESIDENTIAL

Single-Family Detached (SFD) :

Medium-SFD	7,000 s.f.	162 du	39.6 ac
Medium-SFD	6,000 s.f.	131 du	27.6 ac
Medium-SFD	5,500 s.f.	86 du	18.2 ac
Medium High-SFD	5,000 s.f.	189 du	36.1 ac
Medium High-SFD	2,240 s.f.	151 du	20.0 ac

Single-Family Attached/Detached (SFA) :

High Density	12 du/ac	272 du	22.7 ac

Multi-Family (MF) :

Very High Density	16.2 du/ac	205 du	12.6 ac

COMMERCIAL

Commercial Retail	20.4 ac

OPEN SPACE

Parks	17.55 ac

OTHER

School	12.0 ac
Church	25.0 ac
Roads	26.7 ac

TOTALS	**1,196 du**	**278.45 ac**

CREDITS

Applicants :

Economic Development Agency of Riverside County

EMR Residential Properties, L.L.C.

Prepared By :

JHA Consulting, Inc.

FIGURE IV.A-1B

RETURN TO AGENDA

STAFF REPORT

DATE: **APRIL 1, 2021**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ROD BUTLER, CITY MANAGER**
BY: **CONNIE CARDENAS, ADMINISTRATIVE SERVICES DIRECTOR**

SUBJECT: **AGENDA ITEM NO. 17.C**

THIRD- QUARTER BUDGET PRESENTATION AND AMENDMENTS

RECOMMENDATION

1. That the City Council receive and file the Third Quarter Budget Presentation

2. That the City Council approve Fiscal Year 2020-21 Third Quarter Budget Amendments to the City's Budget as presented in the attached exhibit.

ANALYSIS

The FY 2020-21 Budget adopted on June 18, 2020 was completed with the unknown impact of COVID. Updated revenue projections have given the City the ability to amend the City Budget. Expenditures are budgeted based upon the anticipated level of activity. However, it is often the case that as the fiscal year progresses some activities need to be increased or decreased to reflect changing circumstances. Consequently, most cities evaluate financial activities at or shortly after the midpoint of the budget year to determine if changes in resource allocation are necessary to meet these changing circumstances.

In order to properly provide for continuing FY 2020-21 activity, staff believes budgets for some activities should be adjusted at this time. The attached exhibit identifies the proposed amendments.

In some cases, appropriations for certain expenditures are no longer necessary at previously approved levels. In other instances, additional appropriations are requested to offset anticipated expenditures for the year.

OTHER INFORMATION

None.

FINANCIAL IMPACT

Approval of the requested budget amendments would result in a revenue increase of $7,384,054. Increase of expenditures in the amount of $2,396,640 consist of increases in operating costs in the amount of $1,049,496 and an increase for Revenue Neutrality in the amount of $1,347,144. The result would be a net increase in estimated revenues in the General Fund Budget of $4,987,414.

Planning Department Costs are estimated to increase $700,000. This is due to the services that have been provided under two State of California Department of Housing and Community Development grants in the amounts of $500,000 and $310,000.

Cost for reinstatement of a SET position for the remainder of FY 2020-21 is estimated to be $84,110. Funding would come from the current FY 2020/21 Public Safety Budget. Once approved the annual cost for the officer in the next Fiscal Year 2021/22 is estimated to be in the amount of $336,450.

ALTERNATIVES

1. Revise or not approve Third Quarter Budget Amendments

Prepared by:

Connie Cardenas

Connie Cardenas
Administrative Services Director

Submitted by:

Rod B. Butler

Rod B. Butler
City Manager

Attachment:

1. Exhibit: FY 2020-21 Proposed Third Quarter Budget Amendments

FY 2020-21 Proposed Mid-Year Budget Amendments

Account #	Program/ Description	Explanation	Adopted Budget	Proposed Change Increase	decrease	Revised Budget
100.41110	Property Taxes	Estimated increase on 3rd Qtr Report from HDL	5,407,252	302,950		5,710,202
100.41180	VLF	Estimated increase on 3rd Qtr Report from HDL	7,950,318	570,838		8,521,156
100.41220	Sales Tax	Estimated increase on 3rd Qtr Report from HDL	14,190,556	4,436,683		18,627,239
100.41310	Franchise Fee	Utilities	1,590,000	221,965		1,811,965
100.41320	Franchise Fee	Solid Waste increases	1,995,000	266,965		2,261,965
100.42410	Building Fees	Building Permit	1,262,515	557,485		1,820,000
100.42510	Engineering	Engineering Fees	2,341,382	(295,000)		2,046,382
100.49910	CFR-Corona Relief Fund	Transfer In-State of CA	2,349,125	1,322,168		3,671,293
			37,086,148			44,470,202
		Total Revenue Increase to General Fund				7,384,054
100.1110.52230	City Council	Medicare	522	692		1,214
100.1110.52260	City Council	Cafeteria Benefit	50,400	16,800		67,200
100.1110.52261	City Council	Professional Services	50,000	75,000		125,000
100.1130.51110	City Manager	Regular Salaries	686,518	5,000		691,518
100.1130.53012	City Manager	Books/Subscriptions	500	178		678
100.1130.56580	City Manager	Dues/Memberships	3,800	4,200		8,000
100.1140.51110	City Clerk	Regular Salaries	164,649	12,489		177,138
100.1140.52260	City Clerk	Cafeteria Benefit	16,800	2,800		19,600
						-
100.1150.51110	Finance/Admin. Services	Regular Salaries	555,575	40,215		595,790
100.1150.52260	Finance/Admin. Services	Cafeteria Benefit	134,400	11,200		145,600
100.1150.53010	Finance/Admin. Services	Office Supplies	2,000	1,500		3,500
						-
100.1190.52230	Non-Departmental	Medicare	19,811	2,369		22,180
100.1190.52310	Non-Departmental	Retirement Expense	75,399	9,473		84,872
100.1190.52250	Non-Departmental	Training Tax	106	12		118
100.1190.52210	Non-Departmental	Unemployment Ins.	4,705	467		5,172
100.1190.52220	Non-Departmental	Workers Comp	13,903	2,102		16,005
100.1190.52270	Non-Departmental	Other Employee Costs	-	9,824		9,824
100.1190.53013	Non-Departmental	Equipment - non-capital	-	493		493
100.1190.56310	Non-Departmental	Rent	3,400	862		4,262
						-
100.1220.51110	Planning	Regular Salaries	142,882	68,137		211,019
100.1220.52260	Planning	Cafeteria Benefit	30,240	1,400		31,640
100.1220.54140	Planning	Consulting Services	1,205,280	700,000		1,905,280
100.1230.51110	Building	Regular Salaries	282,542	7,807		290,349
100.1230.54140	Building	Consulting Services	1,262,515	531,659		1,794,174
100.1310.51110	Engineering-Public Works	Regular Salaries	198,448	34,751		233,199
100.1310.52260	Engineering-Public Works	Cafeteria Benefit	35,280	5,600		40,880
100.1310.54140	Engineering-Public Works	Consulting Services	513,222	115,000		628,222
100.1310.54142	Engineering-Public Works	Contract NPDES	380,838	100,000		480,838
						-
100.1320.51110	Engineering-Development	Regular Salaries				-
100.1320.54140	Engineering-Development	Consulting Services	2,079,618	(215,000)		1,864,618
						-
100.1420.54144	Public Safety	Contract Riverside County Sheriff	20,715,359	84,110		20,799,469
100.1420.54144	Animal Control	Contract Animal Control	1,107,360	(600,000)		507,360
720.7200.54113	Information Services	Software Support	173,002	20,356		193,358
			29,909,074	1,049,496		30,958,570
		Operating Cost Increase				1,049,496
100-1190-56620	Non- Dept./ Revenue Neutrality	Revenue Neutrality Pmt to County	4,969,554	1,347,144		6,316,698
		Revenue Neutrality Increase to General Fund				1,347,144
		Total Expenditure Increase to General Fund				2,396,640
		Total Fund Balance to General Fund				4,987,414
200.44210	Gas Tax	State - HUTA 2103	673,664	169,000		842,664
200.44211	Gas Tax	State - HUTA 2105	481,314	93,000		574,314
200.44212	Gas Tax	State - HUTA 2106	293,071	63,000		356,071
200.44213	Gas Tax	State - HUTA 2107	586,674	200,000		786,674
201.44215	Gas Tax - RMRA	2017 Road Rehab Legislation	1,715,335	300,000		2,015,335
210.44130	Measure A	County Measure A	1,851,000	650,000		2,501,000
				1,475,000		

N:\SusanM\Connie C\Staff Reports\Mid year adjustments-FY 2020-2021\FY 20-21 summary

RETURN TO AGENDA

STAFF REPORT

DATE: APRIL 1, 2021

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: ROD B. BUTLER, CITY MANAGER
BY: CONNIE CARDENAS, ADMINISTRATIVE SERVICES DIRECTOR

SUBJECT: AGENDA ITEM NO. 17.D

APPROVAL OF FIVE (5) NEW CLASSIFICATIONS AND THIRD QUARTER AMENDED SALARY SCHEDULE FOR F/Y 2020-2021

RECOMMENDATION

1) That the City Council approve the creation of five (5) new classifications listed below including Job Descriptions and Salary Ranges:

Recommended Position Title/Job Series	Recommended Salary Range	
• Deputy Director of Community Development	R169	$114,290 - $138,921/yr
• Assistant City Engineer	R169	$114,290 -138,921/yr
• Development Services Coordinator	R146	$ 64,768 - $78,726/yr
• Human Resources Specialist	R139	$54,487 - $66,229/yr
• IT Technician	R145	$63,188 - $76,806/yr

2) That the City Council approve the funding of $430,598 to support the hiring of five (5) existing positions:

   - 2 Full Time Office Assistant I/II
   - 2 Full Time Permit Technician-Series (1 FTE for Planning & 1 FTE for Public Works)
   - 1 Full Time Deputy City Clerk

3) That the City Council approve the amended Salary Schedule for 2020-21 which includes the above five (5) new classifications and the funding for five (5) existing positions.

BACKGROUND

Each year, the City embarks on a strategic budget process and recommends appropriate staffing to support the needs of the community while making fiscally sound decisions to ensure a balance budget.

Upon evaluating staffing needs of the City, staff is requesting five (5) new classifications.

Currently, the job functions for the Planning, Engineering/Public Works and IT classifications are performed through contracted services. The additional Human Resources position is to support the administrative services required to recruit, hire, on-board, and maintain benefit programs for staff.

In order to initiate the transition, it is essential to have the new classifications approved by the City Council along with new job descriptions and salary ranges. A salary survey was conducted utilizing the same methodology and adopted standards as conducted for the initial phase of employee positions. Salary ranges for the five (5) new positions were established based on those salary surveys.

Furthermore, the City Manager will continue to review additional job functions being performed by contracted employees and/or new program services. Based upon the recommendations from staff, a transition plan will be developed for City Council's consideration to approve additional selected positions to transition from contracted employees to in-house employees to optimize the use of the City's financial resources.

FINANCIAL IMPACT

Upon approval of new classifications and salary ranges, staff will initiate the transition from contract employees to in-house employees where applicable or begin recruitment efforts to find qualified applicants. Any transition within the current fiscal year will take place within the approved budget and no additional funds will be required. The proposed transition from contract employees will result in cost savings to the City; however, anticipated cost savings will depend upon the number of employees and the timing of the proposed transition for the current fiscal year. The financial impact for FY 2021-22 will be determined and incorporated into the FY 2021-2022 Preliminary and Final Budget Proposals during the budget process. The new employees will be placed within the approved salary range based upon their qualifications and experience as determined by the City Manager.

ALTERNATIVES

Reject or amend the proposed new job classifications and series.

Prepared by:

Connie Cardenas

Connie Cardenas
Administrative Services Director

Submitted by:

Rod B. Butler

Rod B. Butler
City Manager

Attachments:

1. Job Descriptions
2. Proposed Jurupa Valley 2020-2021 Third Quarter Amended Salary Schedule

CITY OF JURUPA VALLEY

POSITION DESCRIPTION

Assistant City Engineer
$9,524- $11,577/monthly
$114,290 - $138,921/yearly

DEFINITION:

Under direction of the Director of Public Works/City Engineer, plan, organizes, manage, and provide administrative direction and oversight for the Engineering Division within the Public Works Department. Supervise the work of assigned staff and/or consultants including citywide public infrastructure and capital improvement program designs, project inspections, construction and contract management; direct and coordinate the daily engineering activities; perform complex civil engineering functions and prepare advanced studies and reports; and perform related work as required.

DISTINGUISHING CHARACTERISTICS:

The Assistant City Engineer is a management level classification in the City's engineering series which oversees the day to day operations in the Engineering Division. Incumbents may perform complex engineering activities while providing on-going management of the division. The incumbent serves as the City Engineer in absence of the Director of Public Works/City Engineer who has the overall management responsibility for all Public Works programs, functions, and activities and for developing, implementing and interpreting public policy.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class. Other duties and responsibilities may be added, deleted or changed at any time at the discretion of management, either orally or in writing.

1. Manage and participate in the development and implementation of goals, objectives, policies, and priorities for the Engineering and Traffic Services; recommend, within departmental policy, appropriate services and staffing levels; recommend and administer policies and procedures including establishing and maintaining customer service orientated programs.
2. Prepare, manage, and coordinate the development of the assigned project budgets including forecast of necessary funds for staffing, CIP projects, materials and supplies; present, justify, and recommend programs, operations, and activities; monitor and approve expenditures; monitor payment for work completed, and tracks change orders.

3. Supervise, direct, organize, and coordinate the work activities of staff who are performing capital project management, land development services, or traffic systems project management; and assist in the establishment of performance goals for staff; assume responsibility for motivating and evaluating assigned personnel;
4. Provide necessary training; initiate disciplinary procedures as appropriate; lead project managers to ensure timeliness and quality of project completion.
5. Perform complex civil and/or traffic engineering activities including review and develop subdivision proposals; approve final maps, street plans, storm drain plans, and grading plans; oversee acquisitions and disposition of public property for the purposes of right-of-way or CIP projects; and assist with the preparation of City traffic studies related to problem intersections and segments of roadways.
6. Review controversial encroachment permits; and other engineering and design documents; administer and manage the City's Urban Storm water Management Program (NPDES); implement permit requirements related to the program's various components; and represent the City on multi-agency task force.
7. Recommend action to annex properties into the citywide maintenance Community Facilities District (CFD); perform various audits of joint CDF's with school districts, construction CFD's and projects with other special city programs.
8. Prepare, review, and present staff reports, various management and informational updates, and report on special projects to the City Council including various boards, commissions and committees as assigned by the Director of Public Works/City Engineer.
9. Meet and confer with contractors, engineers, developers, architects, a variety of outside agencies and general public in acquiring information and coordinating engineering matters; provide information regarding City development requirements.
10. Serves as a resource for department personnel, City staff, other organizations, and the public; attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of engineering and other types of related public works services.
11. In the best interest of the City, serves as the liaison for City departments, divisions, elected officials, outside agencies, organizations and the public.
12. Ensure compliance with applicable federal and state laws, policies and procedures related to engineering projects and services; write specification for unique and special parts of work being performed and monitors work activities to ensure safe work practices, work quality and accuracy of consultants and staff.
13. Respond to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
14. Perform other duties as assigned.

QUALIFICATIONS:

Education; Training; Experience:

Any combination of training and experience, which would provide the required knowledge, skills, and abilities, is qualifying. A typical way to obtain the required qualifications is to possess the equivalent of five (5) years of broad and extensive experience as a professional engineer including two (2) years in a responsible supervisory or management capacity, and a bachelor's degree in civil engineering or a related field. A Master's Degree with major coursework in civil engineering, or a related field is highly desirable.

Licenses; Certificates; Special Requirements:

- Possession and maintain a Registered Profession Civil Engineer license issued by the state of California. Possession of a Land Surveyor certification issued by the state of California is desirable.
- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

KNOWLEDGE OF:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff.
- Public agency budget, contract administration, administrative practices, and general principles of risk management related to the functions of the assigned area.
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs; principles and practices of municipal government administration.
- Principles and practices of public works and engineering program development, maintenance, and management in a municipal setting.
- Methods, materials, and techniques used in the construction of public works projects.
- Applicable Federal, State, and local laws, codes and regulations.
- Principles and practices of employee supervision, including work planning assignments, review, evaluation and the training of staff in work procedures.
- Methods and techniques for the development of presentations, contract negotiations, business correspondence, and information distribution; research and reporting methods, techniques and procedures.
- Record keeping principles and procedures.
- Computer applications related to the work.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, education, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

ABILITY TO:

- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls for the department and assigned program areas.
- Prepare and administer large and complex budgets; allocate limited resources in a cost effective manner.
- Plan, organize, direct, and coordinate the work of supervisory, professional, and technical personnel.
- Plan, organize, direct, and coordinate the work of staff and train staff in work procedures.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with stipulations; effectively administer a variety of public works programs and administrative activities.
- Conduct effective negotiations and effectively represent the City and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgement within general policy, procedural and legal guidelines.
- Establish, maintain, and foster positive and effective working relations with those contacted

PHYSICAL AND MENTAL DEMANDS:

<u>Physical Demands:</u>

Must possess mobility to work in standard office setting and use standard office equipment; including a computer; to operate a motor vehicle to inspect City development sites, and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and close to retrieve and file information.

Employees must possess the ability to lift, carry, push, and pull materials and objects weighting up to 25 pounds.

Mental Demands:

Mental Demands while performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret complex data, information and documents; analyze and solve complex problems; use math/mathematical reasoning; perform highly detailed work under changing, intensive deadlines, on multiple concurrent tasks; work with constant interruptions, and interact with City management, staff, developers, contractors, homeowners, members of the public, representatives of private agencies and others encountered in the course of work.

WORK ENVIRONMENT:

Employees primarily work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to potentially hazardous physical substances. Employees also work in the field and facilities and may be exposed to hot and cold temperatures, inclement weather conditions, loud noise levels, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FLSA Status: Exempt

Effective/Revision Date:

This is an “At Will” position as defined in Section 2.35.030 of the City of Jurupa Valley Municipal Code. Employment can be terminated with or without cause, or notice, at any time by either City or employee.

CITY OF JURUPA VALLEY

POSITION DESCRIPTION

Deputy Director of Community Development
$9,524- $11,577/monthly
$114,290 - $138,921/yearly

DEFINITION:

Under general direction of the Director of Community Development, assists in supervising and directing the daily activities of the Community Development Department; direct and administer planning operations; perform complex planning work and prepare advanced planning studies and reports; and perform related work as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class:

1. Assist the Director with the development, implementation, and advancement of the City's Economic and Community Development goals, objectives, policies, procedures, and work standards for the department; and support the City's internal economic development team.
2. Coordinate and participate in the development and administration of the department's annual budget; assist the Director with forecast of additional funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures; recommend and implement adjustments as necessary; and manage various community development related grants.
3. Select, train, motivate, and manage department personnel as well as consulting staff; evaluate and review work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; work with employees to correct deficiencies; implement discipline and termination procedures; and respond to staff questions and concerns.
4. Conduct the most complex assignments, including the preparation, review, and project evaluation of current or advanced planning projects including general plan and zoning code maintenance and enforcement, review of proposed developments and processing of permits.
5. Monitor federal and state legislation that applies to the area of community development; and ensure planning activities are conducted in accordance with federal and state law, ordinances, rules and regulations including the California Environmental Quality Act.

6. Assist the Director with the evaluation of the efficiency and effectiveness of service delivery methods and procedures; assess and monitor the distribution of work, support systems, and internal reporting relationship; identify opportunities for improvement; direct the implementation of new processes.
7. Attend inter-departmental Development Review Team meetings.
8. Coordinate and implement amendments to the General Plan and policies and procedures; develop and present recommendations on a variety of permits, maps, ordinances, zone changes and applications.
9. Represent the department to other City departments, elected officials, and outside agencies; explain and interpret departmental programs, policies, and activities; negotiate and resolve significant and controversial issues.
10. Attend and make presentations at City Council and Planning Commission meetings; attend and participate in professional business and community group meetings; stay abreast of new trends and innovations in the field of community development and other types of public services as they relate to the area of assignment.
11. Develop and maintain close working relationships with diverse agencies, including the Sheriff's Department, Jurupa Community Services District, Jurupa Area Recreation and Park District, and various City departments.
12. Prepare, review, and present staff reports and quarterly community development updates, and reports on special projects as assigned by the Director for City Council and the Planning Commission meetings; and oversee updates made to the department's web page on the City's website.
13. Respond to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
14. Perform other duties as assigned.

QUALIFICATIONS:

Education; Training; Experience:

Any combination of training and experience, which would provide the required knowledge, skills, and abilities, is qualifying. A typical way to obtain the required qualifications would be graduation from high school or G.E.D equivalent and:

Equivalent to graduation from an accredited four-year college or university with major coursework in community development, urban planning, civil engineering, or a related field and Five (5) years of management and/or administrative experience in community development, urban planning, and project administration. A Master's Degree with major coursework in community development, urban planning, civil engineering, or a related field is highly desirable.

Licenses; Certificates; Special Requirements:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.
- Bilingual/Spanish oral and written skills are highly desired.

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff.
- Public agency budgetary, contract administration, administrative practices, and general principles of risk management related to the functions of the assigned area.
- Principles, methods, and practices of economic development.
- Working knowledge of community agencies and resources in order to effectively assist interested individuals in locating or relocating in the City or County;
- Federal, State and local ordinance, policies, and procedures related to economic development planning, zoning, and building;
- Community characteristics including planning, zoning, schools, budgets, recreational facilities and civic attractions;
- Urban land economics;
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs; principles and practices of municipal government administration.
- Theories, principles, and contents of General Plan, land use, zoning, subdivision, housing, and urban planning regulations, natural resources protection, and environmental laws.
- Principles and practices of plan checking and plan review processes.
- Method and practice of code enforcement including permit compliance programs and legal aspects of code administration.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Methods and techniques for the development of presentations, contract negotiations, business correspondence, and information distribution; research and reporting methods, techniques and procedures.
- Record keeping principles and procedures.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, education, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls for the department and assigned program areas.
- Provide administrative and professional leadership and direction for the department and the City.
- Prepare and administer large and complex budgets; allocate limited resources in a cost effective manner.
- Interpret, apply, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, and technical personnel; delegate authority and responsibility.
- Select, train, motivate, and evaluate the work of staff and train staff in work procedures.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with stipulations.
- Conduct effective negotiations and effectively represent the City and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgement within general policy, procedural and legal guidelines.
- Establish, maintain, and foster positive and effective working relations with those contacted in the course of work.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demand:

While performing the duties of this job, the employee is regularly required to sit; talk or hear, both in person and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands and arms. The position occasionally walks and stands. The position occasionally lifts and carries records and documents weighing less than 25 pounds.

Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret complex data, information and documents; analyze and solve complex problems; use math and mathematical reasoning; perform highly detailed work under changing, intensive deadlines, on multiple concurrent tasks; work with constant interruptions; and interact with City elected officials, management, staff, developers, contractors, homeowners, members of the public, representatives of private agencies and others encountered in the course of work.

WORK ENVIRONMENT:

Employees primarily work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to potentially hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FLSA Status: Exempt

Effective/Revision Date:

This is an “At Will” position as defined in Section 2.35.030 of the City of Jurupa Valley Municipal Code. Employment can be terminated with or without cause, or notice, at any time by either City or employee.

CITY OF JURUPA VALLEY

POSITION DESCRIPTION

Development Services Coordinator
$5,397 – $6,561/monthly
$64,768 – $78,726/yearly

DEFINITION:

Under general supervision of the Director of Community Development, performs a variety of specialized and technical administrative support to management, professional, and supervisory staff; performs administrative and technical support work related to Community Development including planning and economic development; and performs related duties as assigned by department.

DISTINGUISHING CHARACTERISTICS:

This is one of the advanced administrative support classifications in the administrative series. The Development Services Coordinator is distinguished from the Sr. Administrative Assistant by the greater difficulty of the work, independence of action, coordination of programs, and analytical functions that it performs. This job functions as a lead position given administrative assignments and may allocate tasks to other administrative support positions if required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class. Other duties and responsibilities may be added, deleted or changed at any time at the discretion of management, either orally or in writing.

1. Organize, integrate and evaluate information from a variety of database, spreadsheet, word processing and graphics software programs and applications for departmental and division reports.
2. Provide administrative assistance to the Planning Commission; prepare agenda, packets and public hearing notices for publications; and maintain schedule of Commission and City Council agenda reports.
3. Conduct advanced research involving statistical records and financial data and in support of program services.
4. Draft reports and tables; composes letters, correspondence and reports for review by department managers and supervisors.
5. Type, format, edit, revise, proofread and print reports, correspondence, memoranda, transmittal sheets, agreements, contracts, legal documents, ordinances, resolutions, technical charts and tables and other specialized and technical materials; type from rough notes, drafts, dictation, modified standard

formats and brief oral instructions; edit and revise materials; develop, revise and maintain standardized and master documents; compose correspondence, reports and informational materials; assists in designing and producing technical information handouts; and update resource materials and website.

6. Organize, interpret and maintain department contracts, records, bid documents, proposals, and related information;
7. Answer, screen and refer visitors and telephone calls; calendar appointments for department staff; assist customers at a public counter and by telephone; responds to complaints from customers and the public, refer the complaint to appropriate staff and/or take or recommend action to resolve the complaint;
8. Analyze and track budgetary expenditures and prepare accounting summaries for use in accounting reports, financial summaries, or reimbursement actions;
9. Relieve department director of administrative details by conducting surveys, collecting data, communicating key data to other parties, and completing special projects minutes for special groups and coordinate the completion of staff presentations to such groups;
10. Explain department work procedures and provides technical direction to administrative support personnel on projects and assignments;
11. May prepare promotional and marketing materials, public announcements, legal statements, and other information having media applications.
12. Serve as a Notary Public for the City.
13. Perform related duties as required.

QUALIFICATIONS:

Education; Training; Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be graduation from high school or G.E.D. equivalent and:

Five (5) years of increasingly responsible office administrative, research or administrative experience. Experience in a municipal government supporting an elected board or appointed commission is highly desirable.

Licenses; Certifications; Special Requirements:

Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

KNOWLEDGE OF:

- City policies and protocols;
- Program administration practices;

- Research methods involving the use of department databases;
- Database administration practices;
- Department administrative policies;
- Office administration practices and procedures;
- Principles and practices of sound business communication;
- Correct English usage, including spelling, grammar and punctuation;
- City organization, ordinances, rules, programs, policies and procedures applicable to departmental operations;
- Basic functions of public agencies, including the role of an elected Council and appointed boards and commissions;
- Rules and procedures governing the notice and conduct of public meetings pursuant to the Brown Act.
- Record keeping, filing, purchasing and accounting practices and procedures.

ABILITY TO:

- Operate a computer using word processing software;
- Type accurately at a speed necessary to meet the requirements of the position;
- Organize, set priorities and exercise sound independent judgment within areas of responsibility;
- Interpret, apply, explain and reach sound decisions in accordance with laws, regulations, policies and procedures;
- Organize and maintain office and specialized files;
- Compose routine correspondence from brief instructions;
- Communicate clearly and effectively orally and in writing;
- Understand and follow written and oral instructions;
- Prepare clear, accurate and concise records and reports;
- Use tact and discretion in dealing with sensitive situations and concerned residents and customers;
- Establish and maintain effective working relationships with City managers, staff, management, vendors, contractors and others encountered in the course of work.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

while performing the duties of this job, the employee must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Acute hearing is required when providing telephone and personal service. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. This is primarily a sedentary office classification although standing and walking between work areas may be required. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

Mental Demands:

while performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret complex data, information and documents; analyze and solve complex problems; use math/mathematical reasoning; perform highly detailed work under changing, intensive deadlines, on multiple concurrent tasks; work with constant interruptions, and interact with City management, staff, developers, contractors, homeowners, members of the public, representatives of private agencies and others encountered in the course of work.

WORK ENVIRONMENT:

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FLSA Status: Non-Exempt

Effective/Revision Date:

This is an “At Will” position as defined in Section 2.35.030 of the City of Jurupa Valley Municipal Code. Employment can be terminated with or without cause or notice at any time by either City or employee.

CITY OF JURUPA VALLEY

POSITION DESCRIPTION

Human Resources Specialist
$4,541 - $5,519/monthly
$54,487 - $66,229/yearly

DEFINITION:

Under general supervision, the Human Resources Specialist performs a variety of complex administrative and technical duties in support of the City's human resource functions including recruitment, selection, classification, wage and salary administration, workers' compensation, employer-employee relations, training, payroll, benefits administration and related functions; provide information and assistance to City employees and the general public regarding human resources activities, policies, and procedures; and perform a variety of administrative tasks in support of assigned area of responsibility.

DISTINGUISHING CHARACTERISCTICS:

The Human Resources Specialist performs varied complex assignments related to recruitment and selection, benefits, data entry, training, compensation, and customer service. The Human Resources Specialist is distinguished from the Human Resources Analyst and Human Resources Manager jobs since it has lesser knowledge of professional human resources principles, laws, and lesser decision-making authority.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class. Other duties and responsibilities may be added, deleted or changed at any time at the discretion of management, either orally or in writing.

1. Assist with the coordination of recruitment and selection activities including job announcement, application screening, testing, and interviews processes.
2. Conduct reference checks, prepare conditional offers of employment and coordinate fingerprinting and pre-employment physicals appointments for new hires.
3. Conduct new employee on-boarding, including benefits orientations. Provide advice to employees on health benefits programs, assist with forms, provide

benefit plan options/plan comparisons, and cafeteria plan allowance information. Review and approve all health enrollment forms and supporting documentation.

4. Determine benefit eligibility, assist employees with changes due to qualifying events such as divorce, marriage, child birth, change in hours, loss of other coverage.
5. Determine eligibility for COBRA continuation coverage. Prepare and send letter advising employee of COBRA rights/responsibilities, applicable premiums, coverage dates, billing procedures; track for timely payment of carrier premiums and cancel COBRA if not paid timely.
6. Review health carrier billing, resolve errors and discrepancies. Work closely with carriers, benefit broker, and payroll in correcting coverage issues.
7. Track and determine eligibility under Health Care Reform/Affordable Care Act.
8. Use carrier and other software systems to set up of health and retirement enrollments, entering employee demographic, job and salary information, and the deferred comp carrier site. Create reports from systems on a regular basis.
9. Maintains and updates handbooks and ensures memos/policies are distributed and read by all employees.
10. Administer loyalty oath, take employee ID photos/create ID badges, activate and assign badge access where needed. Reprint lost badges.
11. Schedule employee exit meetings (resign, retirement, layoff, probationary terminations). Review and explain continuing benefits and/or end of coverage.
12. Track employee performance evaluations and determine eligibility for merit step increases. Prepare and process personnel actions for merit step increases, promotions, appointments, resignations, layoffs, retirements, and special pay provisions.
13. Plan and coordinate annual open enrollment and employee health fair.
14. Coordinate and track city wide training programs including sexual harassment and other required training for management/supervisory and general personnel.
15. Provide information to employees regarding FMLA, prepare and send correspondence regarding status/approval of FMLA.
16. Answer wide variety of questions and provide assistance to fellow employees, retirees, applicants, other cities and the general public via telephone, email, and in person regarding application/recruitment status, benefit coverage/status, respond to salary and benefit surveys by other cities, respond to verifications of employment, advise applicants on open positions and how to navigate and apply on our website.
17. Perform related duties as required.

QUALIFICATIONS:
Education; Training; Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D. equivalent and:

Two years of office administrative experience, preferably in human resources and in a government setting including familiarity with recruiting practices. A Bachelor's degree with major course work in public or business administration, human resources, psychology or a related field is highly desired.

Licenses; Certificates; Special Requirements:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.
- Ability to obtain a Human Resources Certification within 12 months of employment is required.

Knowledge of:

- Basic practices and techniques of public personnel administration, including recruitment, testing and selection programs.
- Basic methods and practices of public personnel administration.
- Federal, state and local laws and regulations applicable to assigned responsibilities; City personnel rules and policies.
- Basic data gathering and analysis techniques; principles and practices of sound business communication.
- Correct English usage, including spelling and grammar; standard business software, including word processing, spreadsheets and graphics; record keeping and filing practices and procedures.

Ability to:

- Operate a computer using word processing and other business software; operate other standard office equipment.
- Organize, set priorities and exercise judgment within areas of assigned responsibility.
- Establish and maintain effective working relationships with those encountered in the course of the work.
- Understand and follow written and oral instructions; communicate effectively orally and in writing.
- Prepare clear, concise and accurate reports, correspondence and other written materials.
- Exercise tact and diplomacy in dealing with sensitive, complex and confidential personnel issues and employee situations.
- Organize and maintain specialized files.
- Interpret, explain and apply City personnel rules, policies and procedures and applicable local, state, and federal legislation.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, employees are regularly required to sit; talk or hear, in person and by telephone; use hands to finger, handle, feel or operate standard office equipment; reach with hands and arms. Employees are frequently required to walk, stand, and to lift and move records and documents weighing up to 20 pounds.

Specific vision abilities required by this job include close vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret situations; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks; work under intensive deadlines; and interact with management, staff, customers, the public and others encountered in the course of work.

WORK ENVIRONMENT:

Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may be required to travel to other locations and attend meetings. Employees interact with staff and/or public and private representatives in interpreting and enforcing policies and procedures, and in the conduct of the duties of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

FLSA Status: Exempt

Effective/Revision Date:

This is an “At Will” position as defined in Section 2.35.030 of the City of Jurupa Valley Municipal Code. Employment can be terminated with or without cause or notice at any time by either City or employee.

CITY OF JURUPA VALLEY

POSITION DESCRIPTION

IT Technician
$5,265.66 – $6,400.50/monthly
$63,188 – $76,806/yearly

GENERAL PURPOSE:

Under general direction, performs a wide range of work assignments supporting citywide information technology systems; maintains, troubleshoots, and repairs computer systems, hardware, and computer peripherals; develops and coordinates cable access programs; participates in cable channel programming activities including script development, production, and editing; and performs other related work as necessary.

CLASS CHARACTERISTICS:

The Information Technology Technician is characterized by performance in a variety of information technology operations, cable operations and technical support assignments. The Information Technology Technician is distinguished from the Information Technology Manager from the involvement in the development of goals and objectives, budget authority and decision making responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class. Other duties and responsibilities may be added, deleted or changed at any time at the discretion of management, either orally or in writing.

1. Install, configure, test, maintain and update computer hardware, software, equipment, and components.
2. Maintain, troubleshoot, and repair problems with software, computers, phones, cell phones, printers and peripherals; determine if the problem is hardware or software; resolve issues related to network and mobile data computers that use wireless broadband connectivity.
3. Respond to user help desk requests; provide users with support services for reported incidents. Provide technical assistance and routine instruction to users

for the operation of all types of computer equipment, the city network, computer system procedures, and the correct operation of computer software.

4. Document, maintain, and upgrade computer workstations, software and associated peripherals. Maintain the anti-virus environment and Windows security updates for all workstations.
5. Participate in the inventory of hardware and software and assist in ordering equipment as directed. Participate in the identification and evaluation of hardware and software requirements.
6. Authorize and create City user accounts and security privileges on the network resources; detect and resolve any unauthorized use. Support routing, switching and other security related issues for the City network infrastructure.
7. Maintain service request records. Keep current on trend and innovations in technology.
8. Maintains and updates City website and social media sites.
9. Develop and coordinate cable access programs including the government access channel and to provide live coverage of public meetings.
10. Maintain City telephone system, including troubleshooting problems, installation of new devices and training of telephone systems.
11. Organize, schedule, and implement cable access activities. Oversee and participate in cable channel programming activities including script development, production, editing, and related activities.
12. Work with other City departments on the development of video programs for staff and the public. Provide technical support to City staff on audiovisual procedures and techniques.
13. Oversee the maintenance of video and audio equipment; schedule and coordinate equipment repair and maintenance activities; recommend equipment replacement as required.
14. Perform other related duties as required.

QUALIFICATION GUIDELINES:

Knowledge of:

A wide variety of information technology concepts and technical terms, operation and maintenance of PC hardware and application software; principles and practices of technical support and customer service; City computerized business system, including software application knowledge of Windows, Microsoft Office and CAD. Technical requirements of operating a cable access channel; basic operations, services, and activities of a cable access program; television and video equipment and production techniques for directing, editing, camera, audio, and graphics.

Ability to:

Troubleshoot hardware and software problems. Operate a variety of computer hardware and software including, but not limited to, desktops, laptops, Mobile Data Computers, printers, print servers, Microsoft, CAD, Tyler Technology and Accela permitting systems. Maintain accurate hardware and software inventory control. Keep

information technology projects on schedule; manage, log and maintain the city wide IT helpdesk. Work under limited supervision within a broad framework of standard policies and procedures. Communicate effectively, verbally and in writing; work effectively and cooperatively with computer system users and department staff.

Training/Experience/ Education:

Two (2) years of working experience in the maintenance and repair of computer software, hardware, networking systems and peripherals and/or experience in cable access programs, mass communications, and/or television production. Graduation from a four-year college or university with a major in Computer Science or a related field.

Licenses/Certificates/and Special Requirements:

Possession of, or ability to obtain, a valid Class C California driver's license, an acceptable driving record and evidence of insurability.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform them.

Physical Demands:

This position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, stooping and the ability to push, pull, drag and/or lift up to 25 pounds in the performance of daily activities. The position also requires grasping, repetitive hand movement, and fine coordination in preparing reports using the computer keyboard. Additionally, the position requires near and far vision in reading written reports and work related documents. Acute hearing is required when providing telephone service.

Mental Demands:

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret situations; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks; work under intensive deadlines; and interact with management, staff, customers, the public and others encountered in the course of work.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FLSA Status: Non-Exempt

Effective/Revision Date:

This is an “At Will” position as defined in Section 2.35.030 of the City of Jurupa Valley Municipal Code. Employment can be terminated with or without cause or notice at any time by either City or employee.

EXHIBIT A			Revised 3/23/21		Approved by City Council on
CITY OF JURUPA VALLEY			** = part time no benefits		April 1, 2021
CLASSIFICATION AND COMPENSATION SCHEDULE			H = Hourly		
FISCAL YEAR 2020-2021			E = Exempt		
			Salary Yr	Salary Yr	COUNCIL APPROVED
POSITION	#FTE	FLSA	Minimum	Maximum	POSITION and/or SALARY RANGE EFF DATE
Accountant I	2	H	$ 46,984	$ 69,417	8/6/2015
Accountant II	0	H	$ 50,597	$ 74,754	6/6/2019
Accounting Clerk	1	H	$ 34,083	$ 50,356	8/6/2015
Accounting Technician I	1	H	$ 36,704	$ 54,228	8/6/2015
Accounting Technician II	0	H	$ 39,526	$ 58,398	6/6/2019
Administrative Assistant I	0	H	$ 39,526	$ 58,398	8/6/2015
Administrative Assistant II	1	H	$ 42,565	$ 62,888	5/2/2019
**Assistant Building Official - Part Time no benefits	1	E	$ 101,016	$ 122,786	7/1/2020
Assistant City Engineer	1	E	$ 114,290	$ 138,921	*4/1/2021
Assistant City Manager	1	E	$ 153,708	$ 186,833	7/1/2020
Assistant to the City Manager	1	E	$ 86,658	$ 125,167	8/6/2015
Building/Code Manager	1	E	$ 98,552	$ 119,791	7/1/2020
Building Inspection Supervisor	1	E	$ 78,914	$ 95,920	7/1/2020
Chief Building Official	1	E	$ 100,668	$ 164,164	1/8/2021
City Clerk	1	E	$ 76,596	$ 110,635	8/6/2015
City Manager	1	E		$ 198,000	12/4/2020
Code Enforcement Officer I	2	H	$ 50,597	$ 74,754	7/1/2020
Code Enforcement Officer II	2	H	$ 55,849	$ 82,515	7/1/2020
Code Enforcement Supervisor	1	E	$ 78,914	$ 95,920	7/1/2020
Deputy City Clerk	1	H	$ 56,950	$ 82,263	*4/1/2021
**Deputy City Clerk - Part Time no benefits	1	0	$ 56,950	$ 82,263	8/6/2015
Deputy Director of Administrative Services	0	E	$ 93,320	$ 134,789	8/6/2015
Deputy Director of Community Development	1	E	$ 114,290	$ 138,921	*4/1/2021
Development Services Coordinator	1	H	$ 64,768	$ 78,726	*4/1/2021
Director of Administrative Services	1	E	$ 113,702	$ 164,226	8/6/2015
Director of Community Development	1	E	$ 120,076	$ 177,408	7/1/2020
Director of Public Works/City Engineer	1	E	$ 120,076	$ 177,408	2/21/2019
Economic Development Manager	1	E	$ 101,016	$ 122,786	2/21/2019
Human Resources Specialist	1	H	$ 54,487	$ 66,229	*4/1/2021
IT Technician	1	H	$ 63,188	$ 76,806	*4/1/2021
Maintenance Worker I	0	H	$ 34,935	$ 51,615	6/1/2017
Maintenance Worker II	2	H	$ 38,562	$ 56,974	5/2/2019
Maintenance Worker III	1	H	$ 42,565	$ 62,888	5/2/2019
Management Aide	1	H	$ 53,158	$ 64,614	7/1/2020
Management Analyst	0	E	$ 64,768	$ 78,726	1/18/2021
Office Assistant I	0	H	$ 30,878	$ 45,620	1/8/2018
Office Assistant II	0	H	$ 33,252	$ 49,128	5/2/2019
Permit Technician	2	H	$ 54,487	$ 66,229	1/18/2021
Principal Accountant	1	E	$ 85,500	$ 108,525	7/1/2020
Principal Management Analyst	1	E	$ 101,016	$ 122,786	1/18/2021
Public Works Operations Manager	1	E	$ 75,056	$ 106,896	7/1/2016
Receptionist	1	H	$ 27,974	$ 41,330	7/1/2020
Senior Accounting Technician	1	H	$ 42,565	$ 62,888	6/6/2019
Senior Administrative Assistant	1	H	$ 45,838	$ 67,724	6/1/2017
Senior Human Resources Analyst	1	E	$ 60,295	$ 87,384	9/21/2018
Senior Management Analyst	0	E	$ 78,914	$ 95,920	1/18/2021
Senior Office Assistant	0	H	$ 35,809	$ 52,906	5/2/2019
Senior Permit Technician	1	H	$ 57,246	$ 69,582	1/18/2021
TOTAL EMPLOYEES	**43**				
Full time	**41**				
****Part time**	**2**				
Council			n/a	7200	
Council			n/a	7200	
Council			n/a	7200	
Mayor			n/a	7200	
Council			n/a	7200	
TOTAL COUNCIL	**5**				
TOTAL STAFF including City Council	**48**				
BENEFIT ELIGIBLE	**41**				