



**SPECIAL MEETING OF THE CITY COUNCIL AND
MONTCLAIR HOUSING CORPORATION BOARD OF DIRECTORS**

to be held in the Council Chambers located at
5111 Benito Street, Montclair, California

Wednesday, June 30, 2021
6:00 p.m.

Remote Participation Information:

Zoom Link: <https://zoom.us/j/91625069542>
Dial Number: 1-(669)-900-6833
Meeting ID: 916-2506-9542

*Comments on non-agenda items are not permitted at special meetings [Government Code Section 54954.3(a)]. To comment on an agenda item, please complete a Speaker Request Card in the Council Chambers or submit online at least one hour before the meeting starts at <https://www.cityofmontclair.org/public-comment/>. The Mayor/Chair (or the meeting's Presiding Officer) will call on those who submitted requests to speak at the appropriate times during the meeting. Each speaker is given up to five minutes. The meeting's presiding officer may provide more or less time to accommodate speakers with special needs or a large number of speakers waiting in line. Those who did not submit a request to speak who are present at the meeting location may raise their hand during Public Comment to request to speak. Those participating remotely may request speak using the "raise hand" function in Zoom or may dial *9 if on the phone, and then *6 to unmute when called on to speak. Written comments (200-word limit per agenda item) and requests to speak can also be emailed at least one hour before the meeting begins to cityclerk@cityofmontclair.org.*

Audio recordings of Council meetings are available on the City's website at <https://www.cityofmontclair.org/council-meetings/> and can be accessed by the end of the next business day following the meeting.

AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PRESENTATIONS

- A. Recognition of Outgoing Planning Commissioner Barry Rowley

V. COMMISSION APPOINTMENTS

- A. Consider Making Appointments to Two (2) Scheduled Vacancies on the Planning Commission for Full Four-Year Terms Ending June 30, 2025 [CC]
- B. Consider Making Appointments to Three (3) Scheduled Vacancies on the Community Activities Commission for Partial Three-Year Terms Ending June 30, 2024 [CC]

VI. CONSENT CALENDAR

Page No.

A. Resolutions

1. Consider Adoption of Resolution No. 21-3316 Authorizing Approval of the Change in Population in San Bernardino County During 2020 for the Purpose of Calculating the Gann Spending Limit for Fiscal Year 2021-22 [CC]

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2. Consider Adoption of Resolution No. 21-3317 Establishing an Appropriations Limit for Fiscal Year 2021-22 Pursuant to Article 13-B of the California Constitution and to Section 7910 of the Government Code [CC] 5
3. Consider Adoption of Resolution No. 21-3318 Adopting the City of Montclair Fiscal Year 2021-22 Annual Budget [CC] 7
4. Consider Adoption of Resolution No. 21-01 Adopting the Fiscal Year 2021-22 Budget for the Montclair Housing Corporation [MHC] 9

VII. PULLED CONSENT CALENDAR ITEMS

VIII. ADJOURNMENT

Reports, backup materials, and additional materials related to any item on this Agenda distributed to the meeting bodies after publication of the Agenda packet are available for public inspection in in the Office of the City Clerk between 7:00 a.m. and 6:00 p.m., Monday through Thursday. Please call the City Clerk's Office at (909) 625-9416 or send an e-mail to cityclerk@cityofmontclair.org to request documents via e-mail.

If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (909) 625-9416 or e-mail cityclerk@cityofmontclair.org. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

I, Andrea M. Myrick, City Clerk, hereby certify that I posted, or caused to be posted, a copy of this Agenda not less than 24 hours prior to this meeting on the City's website at <https://www.cityofmontclair.org/departments/public-meetings/> and on the bulletin board adjacent to the north door of Montclair City Hall at 5111 Benito Street, Montclair, CA 91763 on Thursday, June 24, 2021.



CITY COUNCIL AGENDA REPORT

DATE:	JUNE 30, 2021	FILE I.D.:	FIN225
SECTION:	CONSENT - RESOLUTIONS	DEPT.:	FINANCE
ITEM NO.:	1	PREPARER:	J. KULBECK
SUBJECT:	CONSIDER ADOPTION OF RESOLUTION NO. 21-3316 AUTHORIZING APPROVAL OF THE CHANGE IN POPULATION IN SAN BERNARDINO COUNTY DURING 2020 FOR THE PURPOSE OF CALCULATING THE GANN SPENDING LIMIT FOR FISCAL YEAR 2021-22		

REASON FOR CONSIDERATION: The City Council is requested to consider adoption of Resolution No. 21-3316 pursuant to Government Code Section 7901, requiring each city to annually adopt a resolution selecting the change in population factor for purposes of calculating the Gann Spending Limit.

A copy of proposed Resolution No. 21-3316 is attached for the City Council's review and consideration.

BACKGROUND: The passage of Proposition 111 in June 1990 requires cities to annually select a change-in-population factor for the purpose of calculating the Gann Spending Limit. For this purpose, Government Code Section 7901 permits cities to select either the change in population within their jurisdictions or within the county in which they are located. This selection must be done by a recorded vote of the governing body of each city.

The change in population in San Bernardino County during 2020 as reported by the State Department of Finance was 0.17 percent. Because it is in the City's best interest to establish the highest possible Gann Spending Limit, and the County change is usually larger than the change in the City, staff suggests the City Council choose the percentage change in population in San Bernardino County during 2020 as the change-in-population factor to be used in calculating the limit.

FISCAL IMPACT: There would be no fiscal impact to the City's General Fund should the City Council adopt proposed Resolution No. 21-3316 authorizing approval of the change in population in San Bernardino County during 2020 for the purpose of calculating the Gann Spending Limit for Fiscal Year 2021-22.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 21-3316 authorizing approval of the change in population in San Bernardino County during 2020 for the purpose of calculating the Gann Spending Limit for Fiscal Year 2021-22.

RESOLUTION NO. 21-3316

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTCLAIR AUTHORIZING APPROVAL OF THE CHANGE IN POPULATION IN SAN BERNARDINO COUNTY DURING 2020 FOR THE PURPOSE OF CALCULATING THE GANN SPENDING LIMIT FOR FISCAL YEAR 2021-22

WHEREAS, California Government Code Section 7901 requires a city to calculate its Gann Spending Limit by choosing either the change in population within its jurisdiction or the change in population within the county in which it is located; and

WHEREAS, the selection of the change in population must be accomplished by a recorded vote of the governing body; and

WHEREAS, the change in population in the San Bernardino County during 2020 was 0.17 percent and that change has historically been higher than the change within the City of Montclair.

WHEREAS, it is in the City's best interest to establish the highest possible Gann Spending Limit.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montclair hereby approves the change in population in San Bernardino County during 2020 as its change-in-population factor to be used in calculating the Gann Spending Limit for Fiscal Year 2021-22.

APPROVED AND ADOPTED this XX day of XX, 2021.

ATTEST:

Mayor

City Clerk

I, Andrea M. Myrick, City Clerk of the City of Montclair, DO HEREBY CERTIFY that Resolution No. 21-3316 was duly adopted by the City Council of said city and was approved by the Mayor of said city at a special meeting of said City Council held on the XX day of XX, 2021, and that it was adopted by the following vote, to-wit:

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

Andrea M. Myrick
City Clerk



CITY COUNCIL AGENDA REPORT

DATE:	JUNE 30, 2021	FILE I.D.:	FIN225
SECTION:	CONSENT - RESOLUTIONS	DEPT.:	FINANCE
ITEM NO.:	2	PREPARER:	J. KULBECK
SUBJECT:	CONSIDER ADOPTION OF RESOLUTION NO. 21-3317 ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22 PURSUANT TO ARTICLE 13-B OF THE CALIFORNIA CONSTITUTION AND TO SECTION 7910 OF THE GOVERNMENT CODE		

REASON FOR CONSIDERATION: The City Council is requested to consider adoption of Resolution No. 21-3317 establishing an appropriations limit for Fiscal Year 2021-22.

A copy of proposed Resolution No. 21-3317 is attached for the City Council's review and consideration.

BACKGROUND: Government Code Section 7910 requires a city council to establish, by resolution, the city's appropriations limit (Gann Spending Limit) for the following fiscal year pursuant to Article 13-B of the California Constitution. The limit, which restricts the amount of tax revenues spent during the year, is based upon the limit for the preceding year, as adjusted for changes in population and cost of living.

The passage of Proposition 111 in June 1990 requires each city to choose either the percentage change in population within its jurisdiction as its change-in-population factor, or the percentage change in population within the county in which it is located. The City of Montclair elects to use the percentage change in California's per capita personal income, which is available in May of each year, as its change in cost-of-living factor.

Earlier this evening, the City Council adopted Resolution No. 21-3316 approving the change in population in San Bernardino County during 2020 as the change-in-population factor to be used in calculating the Fiscal Year 2021-22 appropriations limit.

The change in population in San Bernardino County during 2020 was 0.17 percent. The change in California per capita personal income during 2020 was 5.73 percent. Based on these adjustment factors, the City's appropriations limit for Fiscal Year 2021-22 is \$447,695,326 as established by proposed Resolution No. 21-3317.

FISCAL IMPACT: The City would be authorized to spend all tax revenues received up to \$447,695,326 should the City Council adopt proposed Resolution No. 21-3317.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 21-3317 establishing an appropriations limit for Fiscal Year 2021-22 pursuant to Article 13-B of the California Constitution and to Section 7910 of the Government Code.

RESOLUTION NO. 21-3317

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTCLAIR ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22 PURSUANT TO ARTICLE 13-B OF THE CALIFORNIA CONSTITUTION AND TO SECTION 7910 OF THE GOVERNMENT CODE

WHEREAS, Article 13-B of the California Constitution limits the appropriations budget of a local government, which is financed by taxes to the appropriations limit (Gann Spending Limit) of the prior fiscal year as adjusted by the change in population and the change in cost of living; and

WHEREAS, Government Code Section 7910 requires that the governing body of each local jurisdiction shall, by resolution, annually establish its appropriations limit for the following fiscal year pursuant to Article 13-B of the California Constitution; and

WHEREAS, at a meeting held on June 30, 2021, the City Council selected the change in cost of living and change in population factors to be used in determining the appropriations limit for Fiscal Year 2021-22; and

WHEREAS, the City of Montclair has determined that said appropriations limit for Fiscal Year 2021-22 is \$447,695,326, and documentation supporting calculation of the limit is available to the public as required by Government Code Section 7910.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montclair hereby establishes an appropriations limit in the amount of \$447,695,326 for Fiscal Year 2021-22 pursuant to Article 13-B of the Constitution of the State of California and Government Code Section 7910.

BE IT FURTHER RESOLVED that said appropriations limit herein established may be changed as deemed necessary by resolution of the City Council.

APPROVED AND ADOPTED this XX day of XX, 2021.

Mayor

ATTEST:

City Clerk

I, Andrea M. Myrick, City Clerk of the City of Montclair, DO HEREBY CERTIFY that Resolution No. 21-3317 was duly adopted by the City Council of said city and was approved by the Mayor of said city at a special meeting of said City Council held on the XX day of XX, 2021, and that it was adopted by the following vote, to-wit:

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

Andrea M. Myrick
City Clerk



CITY COUNCIL AGENDA REPORT

DATE:	JUNE 30, 2021	FILE I.D.:	FIN240
SECTION:	CONSENT - RESOLUTIONS	DEPT.:	FINANCE
ITEM NO.:	3	PREPARER:	J. KULBECK
SUBJECT:	CONSIDER ADOPTION OF RESOLUTION NO. 21-3318 ADOPTING THE CITY OF MONTCLAIR FISCAL YEAR 2021-22 ANNUAL BUDGET		

REASON FOR CONSIDERATION: The California Government Code requires that the governing body of a local government agency annually adopt an Operating Budget. The City Council is requested to consider adoption of Resolution No. 21-3318, formally adopting the City of Montclair Fiscal Year 2021-22 Budget.

A copy of proposed Resolution No. 21-3318 is attached for City Council review and consideration.

BACKGROUND: The City Council reviewed the proposed Fiscal Year 2021-22 Budget on June 28, 2021, at an adjourned meeting.

In addition to providing a formal means to adopt the Budget, proposed Resolution No. 21-3318 includes the following fiscal-control provisions:

- The automatic reappropriation of funds into the Fiscal Year 2021-22 Budget to finance outstanding encumbrances as of June 30, 2021.
- The automatic reappropriation of funds into the Fiscal Year 2021-22 Budget to finance capital improvement projects and grants that were not completed during Fiscal Year 2020-21.

The City Council's adoption of Resolution No. 21-3318 would provide for a total Estimated Revenue Budget, including transfers-in, of \$58,034,352, and a total Appropriations Budget, including transfers-out, of \$50,766,076. The General Fund has estimated revenues/transfers-in of \$35,102,751, and appropriation budget/transfers-out of \$32,922,904, leaving an excess of \$2,179,847 allocated to the General Fund Unassigned Reserve Fund, which brings the Unassigned Reserve Fund Balance Ratio to approximately 25% of General Operating Fund Budget Appropriations — achieving an Unassigned Reserve Fund Balance Ratio of 25% is an annual policy objective of the City Council.

FISCAL IMPACT: It is estimated that the Fiscal Year 2021-22 Budget, as presented, provides for an overall increase in total unassigned fund balances/retained earnings of \$7,268,276 when considering all funds and operations of the City, primarily due to the proposed increase to the General Fund Unassigned Reserve Fund Balance and projected funds allocated to the American Rescue Plan Fund.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 21-3318 adopting the City of Montclair Fiscal Year 2021-22 Annual Budget.

RESOLUTION NO. 21-3318

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF MONTCLAIR ADOPTING THE
FISCAL YEAR 2021-22 BUDGET**

WHEREAS, the City Manager submitted to the City Council of the City of Montclair the proposed budget for Fiscal Year 2021-22 including all proposed expenditures, estimated revenues, and estimated fund balances; and

WHEREAS, a copy of the proposed budget is on file in the City Clerk's office for inspection by the public; and

WHEREAS, the City Council duly reviewed the proposed budget at a meeting open to the public on June 28, 2021.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montclair hereby adopts the proposed budget as the Annual Budget for Fiscal Year 2021-22.

BE IT FURTHER RESOLVED that funds are automatically reappropriated into Fiscal Year 2021-22 for all outstanding purchase orders and unexecuted contracts as of June 30, 2021, for which a valid appropriation exists.

BE IT FURTHER RESOLVED that funds are automatically reappropriated into Fiscal Year 2021-22 for all capital improvement projects included in the adopted budget that have not been completed as of June 30, 2021.

BE IT FURTHER RESOLVED that funds are automatically reappropriated into Fiscal Year 2021-22 for all grants included in the adopted budget that have not been completed as of June 30, 2021.

BE IT FURTHER RESOLVED that department heads and their designees are authorized to transfer funds between object codes within the Services and Supplies Budget provided the funding source remains the same.

BE IT FURTHER RESOLVED that except for personnel cost-of-living adjustments, which are governed by approved Memorandums of Understanding and Agreements, all expenditures from the General Reserve Funds must be expressly authorized by the City Council.

APPROVED AND ADOPTED this XX day of XX, 2021.

ATTEST:

Mayor

City Clerk

I, Andrea M. Myrick, City Clerk of the City of Montclair, DO HEREBY CERTIFY that Resolution No. 21-3318 was duly adopted by the City Council of said city and was approved by the Mayor of said city at a special meeting of said City Council held on the XX day of XX, 2021, and that it was adopted by the following vote, to-wit:

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

Andrea M. Myrick
City Clerk



CITY COUNCIL AGENDA REPORT

DATE:	JUNE 30, 2021	FILE I.D.:	FIN220
SECTION:	CONSENT - RESOLUTIONS	DEPT.:	MHC
ITEM NO.:	4	PREPARER:	T. MARTIN
SUBJECT:	CONSIDER ADOPTION OF RESOLUTION NO. 21-01 ADOPTING THE FISCAL YEAR 2021-22 BUDGET FOR THE MONTCLAIR HOUSING CORPORATION		

REASON FOR CONSIDERATION: Pursuant to state law, the governing body of a local government agency is required to annually adopt an Operating Budget. The Montclair Housing Corporation Board of Directors is requested to consider adoption of Resolution No. 21-01, formally adopting the Montclair Housing Corporation Budget for Fiscal Year 2021-22.

BACKGROUND: The Fiscal Year 2021-22 Preliminary Budget for the Montclair Housing Corporation was submitted to the respective Board of Directors on June 14, 2021.

The Montclair Housing Corporation Board of Directors is requested to approve the Annual Budget for the Montclair Housing Corporation. The expenses related to the Montclair Housing Corporation involve operation and maintenance of 31 properties. The Montclair Housing Corporation manages 17 single-family homes and 80 multifamily units pursuant to a long-term lease with the Montclair Housing Authority.

FISCAL IMPACT: It is estimated the proposed Montclair Housing Corporation Budget would provide for a decrease in total balance of \$129,133 during Fiscal Year 2021-22.

RECOMMENDATION: Staff recommends the Montclair Housing Corporation Board of Directors adopt Resolution No. 21-01 adopting the Montclair Housing Corporation Fiscal Year 2021-22 Annual Budget.

RESOLUTION NO. 21-01

A RESOLUTION OF THE MONTCLAIR HOUSING CORPORATION ADOPTING THE FISCAL YEAR 2021-22 BUDGET FOR THE MONTCLAIR HOUSING CORPORATION

WHEREAS, the President has submitted to the Board of Directors of the City of Montclair Housing Corporation the Preliminary Budget for Fiscal Year 2021-22 including all proposed expenditures, estimated revenues, and estimated fund balances; and

WHEREAS, a copy of the Preliminary Budget is on file in the Montclair Housing Corporation Secretary's office for inspection by the public; and

WHEREAS, the Montclair Housing Corporation has duly reviewed the Preliminary Budget at an adjourned joint meeting open to the public held on June 28, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Montclair Housing Corporation hereby adopts the Preliminary Budget as the Annual Budget for Fiscal Year 2021-22.

BE IT FURTHER RESOLVED that funds are automatically reappropriated into the Fiscal Year 2021-22 Budget for all outstanding purchase orders and unexecuted contracts as of June 30, 2020, for which a valid appropriation exists.

BE IT FURTHER RESOLVED that funds are automatically reappropriated into the Fiscal Year 2021-22 Budget for all capital improvement projects included in the adopted Budget that have not been completed as of June 30, 2021.

APPROVED AND ADOPTED this XX day of XX, 2021.

ATTEST:

Chair

Secretary

I, Andrea M. Myrick, Secretary of the Montclair Housing Corporation, DO HEREBY CERTIFY that Resolution No. 21-01 was duly adopted by the Montclair Housing Corporation Board of Directors at a special meeting thereof, held on the XX day of XX, 2021, and that it was adopted by the following vote, to-wit:

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

Andrea M. Myrick
Secretary