

**MINUTES OF THE CITY COUNCIL
OF THE CITY OF FONTANA
REGULAR CITY COUNCIL MEETING
December 10, 2019**

WORKSHOP:

A. 5:00 P.M. Joint City Council and Planning Commission Workshop

A Fontana City Council Workshop was held on Tuesday, December 10, 2019, in the Fontana City Hall Executive Conference Room, 8353 Sierra Avenue, Fontana, California. The Workshop was called to order by Mayor Warren at 5:05 p.m. with Council Members Roberts, Sandoval and Cothran present. Mayor Pro Tem Armendarez was absent.

Also present were Planning Commission Members Idilio Sanchez, Raj Sangha, Angela Garcia and Daniel Quiroga.

City Attorneys Ruben Duran and Lauren Langer provided an update on the new housing laws and how the laws will affect development within the city.

Community Development Director, Zai Abubakar provided a presentation on lot size for the proposed Providence Pointe Specific Plan.

Discussion ensued on lot sizes for the proposed project.

The City Council Regular Meeting Agenda was reviewed, and City Manager Comments were heard.

The Workshop Meeting adjourned at 6:02 p.m.

CLOSED SESSION:

A. 6:00 P.M. CLOSED SESSION

A Closed Session was held at 6:00 p.m. in the City Hall Executive Conference Room with Mayor Warren, Council Members Roberts, Sandoval and Cothran present.

Mayor Pro Tem Armendarez was absent.

PUBLIC COMMUNICATIONS:

There were no public communications received on the following closed session items:

CONFERENCE WITH REAL PROPERTY NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54956.8:

Properties: APN 0240-091-63

Negotiating Parties: City of Fontana and Fontana Automotive Services, Inc.

Negotiator: Michael Milhiser, Interim City Manager, Debbie Brazill, Deputy City Manager, Jerry Edgett, Project Specialist

Under Negotiation: Price and Terms

CONFERENCE WITH REAL PROPERTY NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54956.8:

Property: 1100-111-51 (SCE Corridor north of South Heritage Circle and south of Baseline Avenue)

Negotiating Parties: City of Fontana and Water of Life Community Church

Negotiator: Debbie Brazill, Deputy City Manager

Under Negotiation: Price and Terms of Payment

CALL TO ORDER/ROLL CALL:

A. 7:00 P.M. Call the Meeting to Order

The Regular Meeting of the Fontana City Council was held on Tuesday, December 10, 2019, in the Grover W. Taylor Council Chambers at 8353 Sierra Avenue, Fontana, California. Mayor Warren called the meeting to order at 7:02 p.m.

ROLL CALL:

Present: Mayor Warren, Council Members Roberts, Sandoval and Cothran.

Absent: Mayor Pro Tem Armendarez

INVOCATION/PLEDGE OF ALLEGIANCE:

Following the Invocation by Council Member Roberts, the Pledge of Allegiance was led by Council Member Cothran.

CLOSED SESSION ANNOUNCEMENT:

City Attorney Ruben Duran reported that there was no reportable action on the Closed Session Items.

SPECIAL PRESENTATIONS:

A. Special Recognition of Summit High School Choir

Mayor Warren and City Council recognized Summit High School Choir for being selected for the California Music Educators Association (CMEA) State Honor Festival. The Choir performed two songs.

B. Retirement Recognition for Fontana Deputy City Manager - Development Services Debbie Brazill

Mayor Warren and City Council recognized Deputy City Manager, Development Services, Debbie Brazill on her retirement.

County Supervisor Janice Rutherford presented a certificate of recognition to Debbie Brazill.

Retired Deputy City Manager David Edgar highlighted Debbie Brazill's accomplishments.

C. Veterans Day Writing and Art Contest Winners

Mayor Warren and City Council recognized Veterans Day Writing and Art Contest Winners. Essay Winners: 1st place – Va' Liyah Bryant; 2nd place – Madalyn Serpa; 3rd place - Imran Chaudhery; Art Winners: 1st place – Josiah Lankford, 2nd place –Julienne Ramitterre, 3rd place - Jeremy Lee Calderon. Councilmember Jesse Sandoval presented the awards.

D. Police Department October 2019 Employees of the Month

Mayor Warren and City Council recognized Officer Joshua Nassar and Records Specialists Lei Molina and Yuliana Murillo Ceballos as the Police Department's October 2019 Employees of the Month.

PUBLIC COMMUNICATIONS:

A. Public Communications

Sonja Dawkins spoke on the upcoming Fontana Exchange Club 2019 Fontana Christmas Parade that will be held on Saturday, December 14, 2019.

Janet Rodriguez announced that Chaffey College Spring 2020 registration is open with classes starting on January 13, 2020. Ms. Rodriguez also spoke on upcoming events.

Patricia Gonzalez spoke on teaching health, wellness, disaster preparedness and safety education classes.

Bishop Emory James praised Deputy City Manager Debbie Brazill for all the work she has done in the community. Mr. James also spoke on the Westside Baptist Church's Martin Luther King Jr. Celebration to be held on January 18, 2020.

Matt Slowik spoke on working with Deputy City Manager Debbie Brazill and staff and praised their work.

Ron Cox spoke on concerns regarding traffic accidents on Jurupa Avenue and Live Oak Avenue and requested information on a signal light at the location.

Larry Icenogle spoke on the Masters of Harmony's upcoming show at Jurupa High School.

Jennifer Shaw with Southern California Edison congratulated Deputy City Manager

Debbie Brazill on her retirement. Ms. Shaw thanked the City Council for everything that they do for the city; and thanked the police and fire departments for their tremendous work.

Fontana Chamber of Commerce Executive Director Gloria Martinez spoke on upcoming Fontana Chamber of Commerce events.

CONSENT CALENDAR:

ACTION: Motion was made by Council Member Sandoval, seconded by Council Member Roberts, and passed unanimously by a vote of 4-0-1 to approve Consent Calendar Items "A-Q" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

A. Approval of Minutes

Approve the Minutes of the November 12, 2019 Regular City Council Meeting.

B. Adoption of Ordinance No. 1818

Second Reading/ Adopt **Ordinance No. 1818** Authorizing the Levy of a Special Tax within Community Facilities District No. 102M.

C. Adoption of Ordinance No. 1819

Second Reading/ Adopt **Ordinance No. 1819**, an Ordinance of the City Council of the City of Fontana, approving an amendment to Citrus Heights North Specific Plan, a request to change the product type in Planning Area 16 (PA 16) and Planning Area 17 (PA 17) from attached multi-family units to attached and detached condominiums, and to reduce the current density from 14.17 dwelling units per acre, to 13.09 dwelling units per acre.

D. Accept Donation From Sunset Village C.O.A.

Accept donation from Sunset Village C.O.A. in the amount of \$500.00 for use towards various City events in the Healthy Fontana program.

E. Accept Donation From Walmart #1756

Accept donation from Walmart #1756 in the amount of \$500.00 for use towards various City events within the Healthy Fontana program.

F. Acceptance of Final Map for Tract No. 20230 located east of Palmetto Avenue and north of Merrill Avenue

Accept Final Map for Tract No. 20230 located east of Palmetto Avenue and north of Merrill Avenue; accept as public dedicated streets and easements; and authorize the City Manager to enter into a Subdivision Agreement with the subdivider.

G. Acceptance of Final Map for Tract No. 20214-1 Located within the Summit at Rosena Specific Plan

Accept the Final Map for Tract No. 20214-1 located north of Summit Avenue and east of Cypress Avenue within the Summit at Rosena Specific Plan; accept as public dedicated

streets and easements; and authorize the City Manager to enter into a Subdivision Agreement with the subdivider.

H. Acceptance of Final Map for Tract No. 20214-2 Located within the Summit at Rosena Specific Plan

Accept the Final Map for Tract No. 20214-2 located north of Summit Avenue and east of Cypress Avenue within the Summit at Rosena Specific Plan; accept as public dedicated streets and easements; and authorize the City Manager to enter into a Subdivision Agreement with the subdivider.

I. Acceptance of Final Map for Tract No. 20214-3 Located within the Summit at Rosena Specific Plan

Accept the Final Map for Tract No. 20214-3 located north of Summit Avenue and east of Cypress Avenue within the Summit at Rosena Specific Plan; accept as public dedicated streets and easements; and authorize the City Manager to enter into a Subdivision Agreement with the subdivider.

J. Adopt a Resolution Summarily Vacating Banana Avenue within the Westgate Specific Plan

Adopt **Resolution No. 2019-152** summarily vacating a sixty foot portion of real property located north of Victoria Avenue along what is commonly referred to as Banana Avenue pursuant to Streets and Highways Code Section 8330 et seq., finding that adequate consideration exists for the transfer of the property, once vacated, to the landowner of both parcels adjacent to the property.

K. Adopt a Resolution to Accept Revisions to City-wide Records Retention Schedule Specific to Police Department Records

Adopt **Resolution No. 2019-153**, accepting a revised portion of the City-wide Record Retention Schedule specific to Police Department records, and approving the retention and destruction of same.

L. Approve a Funding Agreement and Term Loan Agreement between the City of Fontana and the San Bernardino County Transportation Authority for I-15/Duncan Canyon Interchange

- 1 . Approve Project Funding Agreement No. 19-1002225 with the San Bernardino County Transportation Authority (SBCTA) for the I-15/Duncan Canyon Interchange.
- 2 . Approve Term Loan Agreement Contract 19-1002191 with the San Bernardino County Transportation Authority (SBCTA) for the I-15/Duncan Canyon Interchange.

M. Approve Measure I Grant Agreement with OmniTrans

1. Approve and accept the attached funding agreement and related documentation for a \$297,547 Measure I Grant through OmniTrans, providing expanded services, one Type III 16 passenger bus, and transportation software for the City's Senior Transportation Program.
2. Approve funds for the total local cash match in the amount of \$98,900 from the General Fund and for the in-kind match in the amount of \$145,025.

3. Authorize the City Manager or his designee to sign the agreement and any other documentation to implement the grant, procure software and vehicles, retrofit vehicles, and paint and decal vehicles for identification purposes.

N. Amendment No. 1 to the Cooperative Agreement for the San Bernardino Valley Coordinated Traffic Signal System Operation and Maintenance

Approve and authorize the City Manager to execute Amendment No. 1 to Cooperative Agreement No. 16-1001389 with the San Bernardino County Transportation Authority for the San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS) Operation and Maintenance Project.

O. Annual Report on Development Impact Fees

Adopt **Resolution No. 2019-154** of the City Council of the City of Fontana, approving the Annual Report on Development Impact Fees and making findings as to unexpended funds.

P. Co-Sponsorship Applications Cycle Two (2) for Fiscal Year 2019/2020

Review and consider approving five (5) Co-Sponsorships recommended for Fiscal Year July 1, 2019 – June 30, 2020 for a total funding amount of \$3,180 as recommended by the Parks, Community, and Human Services Commission.

Q. Resolution Adopting the Updated Part-Time Salary Table

Adopt **Resolution No. 2019-155**, approving the updated Part-Time Salary Table due to minimum wage increase.

PUBLIC HEARINGS:

A. Adoption of Ordinance No. 1820

Mayor Warren opened Public Hearing Item PH-A.

Assistant Building Official Steve Meyers provided the staff report.

No one spoke in favor or opposition.

The Public Hearing was closed.

ACTION: Motion was made by Council Member Roberts, seconded by Council Member Sandoval, and passed by a vote of 4-0-1 to approve Public Hearing Item "A" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

Second Reading/ Adopt **Ordinance No. 1820**, an ordinance of the City of Fontana adding, amending and deleting certain articles, sections and subsections of Chapter 5 of the Code of the City of Fontana, California pertaining to the construction and maintenance of buildings, and the 2019 Edition of the California Building Standards Code, known as

the California Code of Regulations, Title 24, consisting of the California Building Code, Volumes 1 & 2, based on the 2018 International Building Code; the California Plumbing Code, based on the 2018 Uniform Plumbing Code; the California Electrical Code, based on the 2017 National Electrical Code; the California Mechanical Code, based on the 2018 Uniform Mechanical Code; the California Existing Building Code, based on the 2018 International Existing Building Code; the California Green Building Standards Code; the California Residential Code, based on the 2018 International Residential Code; and the 1997 Edition of the Uniform Administrative Code.

B. Quarterly Lien Action for Delinquent Sewer, Rubbish and Weed Abatement Accounts

Mayor Warren opened Public Hearing Item PH-B.

Accounting Manager Jennifer Thompson provided the staff report.

Ray Ronan spoke on his property being listed on the lien notice due to weed abatement.

The Public Hearing was closed.

ACTION: Motion was made by Council Member Sandoval, seconded by Council Member Roberts, and passed by a vote of 4-0-1 to approve Public Hearing Item "B" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

1. Authorize staff to complete and record lien notices against real property for those sewer accounts sixty days or more delinquent as described in the Certified Lien List and direct staff to forward recorded liens to the County for collection.
2. Authorize staff to complete and record liens against real property for those rubbish accounts more than ninety days delinquent as described in the certified Lien List and direct staff to forward recorded liens to the County for collection.
3. Adopt **Resolution No. 2019-156** of the City Council of the City of Fontana adopting the statement of unpaid expenses for weed abatement and imposing a lien against real property for payment thereof.

C. Conduct Public Hearing on Detachment of Territory from Landscape Maintenance District No. 1 and Consideration of the Approval of a Resolution Ordering the Detachment of Such Territory from Landscape Maintenance District No. 1

Mayor Warren opened Public Hearing Item PH-C.

Accountant Justin Marietta provided the staff report.

No one spoke in favor or opposition.

The Public Hearing was closed.

ACTION: Motion was made by Council Member Roberts, seconded by Council Member

Sandoval, and passed by a vote of 4-0-1 to approve Public Hearing Item "C" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT; Armendarez) as follows:

1. Hold the Public Hearing to Consider the Detachment of Territory from Landscape Maintenance District No. 1.
2. Adopt **Resolution No. 2019-157** of the City Council of the City of Fontana Ordering the Detachment of Territory from Landscape Maintenance District No. 1 Pursuant to the Landscaping and Lighting Act of 1972.

D. Update of Development Impact Fees

Mayor Warren opened Public Hearing Item PH-D.

Deputy City Manager Debbie Brazill provided the staff report.

No one spoke in favor or opposition.

The Public Hearing was closed.

ACTION: Motion was made by Council Member Sandoval, seconded by Council Member Cothran, and passed by a vote of 4-0-1 to approve Public Hearing Item "D" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

1. Determine the Development Impact Fee Study for future capital facilities is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Public Resources Code section 21065, CEQA Guidelines section 15378(a) and (b)(4), and section 10.59 of the City's 2019 Local CEQA Guidelines. It has no potential to result in a physical change to the environment or a reasonably foreseeable indirect change to the environment, and it does not commit the City to any project that could have a significant effect on the environment. Even if it is a project subject to CEQA, it is exempt pursuant to sections 15273 and 15061(b)(3) of the CEQA Guidelines and sections 3.10(d) and 3.07 of the City's 2019 Local CEQA Guidelines because it is a funding mechanism intended to obtain "funds for capital projects, necessary to maintain service within existing service areas. . . ." and because it can be seen with absolute certainty that there is no possibility that the activity in question may have a significant effect on the environment.
2. Adopt **Resolution No. 2019-158**, a Resolution of the City Council of the City of Fontana updating certain development impact fees, introducing three (3) new development impact fees for future capital facilities, and reducing the impact fees for senior housing (55+), one-story single-family homes, and multi-family housing (0-2 bedrooms) projects that include 20% affordable units.

E. Sale of Surplus Property located at the Northeast Corner of Boyle Avenue and Cypress Avenue

Mayor Warren opened Public Hearing Item PH-E.

Deputy City Manager Debbie Brazill provided the staff report.

No one spoke in favor or opposition.

The Public Hearing was closed.

ACTION: Motion was made by Council Member Roberts, seconded by Council Member Sandoval, and passed by a vote of 4-0-1 to approve Public Hearing Item “E” (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

1. The proposed sale of the property is exempt from environmental review pursuant to the California Environmental Quality Act (Pub. Resources Code, §§21000 et seq.) (CEQA) and the State CEQA Guidelines (Cal. Code Regs. tit. 14, §§15000 et seq.) Specifically, the proposed project qualifies for the Class 12 Categorical Exemption (State CEQA Guidelines, § 15312), which applies to surplus government sales.
2. Adopt **Resolution No. 2019-159** approving a sale of city-owned surplus property located at the northeast corner of Boyle Avenue and Cypress Avenue to Panattoni Development Company, Inc.; and
3. Authorize the City Manager to execute the Purchase and Sale Agreement and any documents necessary or appropriate to complete the proposed sale.

F. Master Case No. 19-108; Certificate of Appropriateness No. 19-012 to Construct a New 1,200 Square Foot Residential Accessory Dwelling Unit Along with an Attached Two (2) Car Garage on a Site that has been Locally Designated as a Historical Resource located at 8350 Mango Avenue

Mayor Warren opened Public Hearing Item PH-F.

Associate Planner Rina Leung provided the staff report.

Matt Slowik spoke on the Historical Society recommendations to the City Council regarding historical sites in the city.

City Attorney Ruben Duran clarified that the City Council can direct staff to look into the issues that Mr. Slowik raised, but for the record there were no recommendations particular to this project that the City Council needs to consider.

The Public Hearing was closed.

ACTION: Motion was made by Council Member Cothran, seconded by Council Member Sandoval, and passed by a vote of 4-0-1 to approve Public Hearing Item “F” (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

1. Determine that the project is Categorical Exempt pursuant to Sections 15303 (Class No. 3 New Construction) and 15332 (Class No. 32 Infill) of California Environmental Quality Act (CEQA) and Section No. 3.22 of the 2019 Local Guidelines for implementing

CEQA; and

2. **Adopt a Resolution No. 2019-160**, a Resolution of the City Council of the City of Fontana, California, approving Certificate of Appropriateness (MIS No. 19-012) as conditioned to construct an accessory dwelling unit and an attached two (2) car garage on a site that has been locally designated as a historical resource and which is located at 8350 Mango Avenue (APN: 0192-032-26).

G. Master Case No. 18-066R1; General Plan Amendment No. 19-002; Specific Plan Amendment No. 19-003; Design Review No. 19-010 - A request to: (1) Change the General Plan Land Use Map on Eight Parcels (APN's 1110-151-11, -12, -13, -34, -48, -49, -50, and -51) from General Commercial (C-G) to Light Industrial (I-L); 2) change the West End Specific Plan Zoning from Commercial Light Industrial (CLI) to Rail Service Industrial (BP3); and, 3) Approve Site and Architectural Review of a New 76,809 Square Foot Warehouse Building on 3.25 Acres, Generally Located on the South Side of Hilton Drive and East of Redwood Drive

City Attorney Ruben Duran announced that Mayor Warren and Council Member Cothran would need to abstain and there was not a quorum to consider the item.

ACTION: Motion was made by Council Member Roberts, seconded by Mayor Warren, and passed by a vote of 4-0-1 to continue Public Hearing Item "G" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) to the January 28, City Council Meeting.

NEW BUSINESS:

A. Appeal Relating to Fireworks Citation

Mayor Warren opened New Business Item A.

Police Captain Jim Burton provided the staff report.

ACTION: Motion was made by Council Member Roberts, seconded by Council Member Sandoval, and passed by a vote of 4-0-1 to approve New Business Item "A" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

To uphold the written decision of the Administrative Hearing Officer and deny the following appeal and hardship waiver for citation received for violation of Fontana Municipal Code Section 15-602 for Sales/Possession of Fireworks:

- 1. Appellant Michael Arana; Citation # 816583; Customer # 19-10934.

ELECTED OFFICIALS COMMUNICATIONS/REPORTS:

A. Elected Officials Communications/Reports

City Treasurer Koehler-Brooks congratulated all of the winners of the Dr. Charles Koehler

Veterans Day contest.

City Treasurer Koehler-Brooks wished everyone a very blessed Christmas season.

City Clerk Lewis wished Debbie Brazill a happy retirement.

City Clerk Lewis spoke on having the best police department and thank them for putting their lives on the line every day.

City Clerk Lewis thanked the Fire Department for helping her out a few weeks ago.

City Clerk Lewis wished everybody a happy holiday season and a happy New Year.

Council Member Roberts congratulated Debbie Brazill on her retirement and thanked her for 30 years of service.

Council Member Roberts wished everyone a Merry Christmas and a happy New Year.

Council Member Sandoval announced he attended the National League of Cities Conference in San Antonio, Texas.

Council Member Sandoval congratulated Community Services for their award-winning programs.

Council Member Sandoval congratulated Public Works for their work related to recent weather issues.

Council Member Sandoval spoke on the synthetic sports field and expressed his desire to have more.

Council Member Sandoval thanked the Fire Chief and Fire Department for providing toys to children in need.

Council Member Sandoval thanked the Police Department for always doing a great job.

Council Member Sandoval wished staff a Merry Christmas and happy New Year.

Council Member Sandoval wished his grandson Sebastian Luna a happy birthday.

Council Member Cothran spoke on having a great first year on the City Council.

Council Member Cothran wished his daughter Caroline a happy first birthday.

Council Member Cothran wished Mayor Pro Tem's daughter a happy birthday.

Council Member Cothran spoke on Police Officer Macmillan doing a fantastic job.

Council Member Cothran wished his mother a Happy Birthday.

Council Member Cothran wished everyone a Merry Christmas and happy New Year.

Mayor Warren spoke on the 2019 City of Fontana highlights, achievements and the awards the City received throughout the year.

Mayor Warren spoke on the City of Fontana being designated a top work place for the third year in a row.

Mayor Warren announced she attended the National League of Cities Conference in San Antonio, Texas.

Mayor Warren encouraged everyone to look at the Community Services Brochure that lists activities available in the City of Fontana.

Mayor Warren spoke on the Fontana Kindness Campaign and shared some ideas on practicing kindness.

Mayor Warren wished everyone a Merry Christmas and happy holidays.

Mayor Warren congratulated Debbie Brazill for all her hard work and vision she had for the community.

Mayor Warren thanked her colleagues and let them know she appreciates them.

Mayor Warren requested a special prayer for all Veterans that cannot be home with their families this holiday season.

Mayor Warren announced the City of Fontana will be closed from December 21, 2019, to January 2, 2020.

CITY MANAGER COMMUNICATIONS:

A. City Manager Communications

Interim City Manager Michael Milhiser spoke on the comprehensive Development Impact Fees report.

Interim City Manager Michael Milhiser wished everyone a Merry Christmas and happy New Year.

Interim City Manager Michael Milhiser spoke on City of Fontana staff working so diligently on the City Council's behalf and for the residents.

ADJOURNMENT:

A moment of silence was held for Rosario Santos, Veris Louise Blackmon-Larue and Jersey City Police Detective Joseph Seals.

The meeting adjourned at 9:25 p.m. in memory of Rosario Santos, Veris Louise Blackmon-Larue and Jersey City Police Detective Joseph Seals to the next Regular City

Council Meeting on Tuesday, January 28, 2020, with a Workshop at 5:30 p.m. in the City Hall Executive Conference Room and the Regular Meeting at 7:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Ave, Fontana, California.



E522540C465D4B9...

Karen Porlas
Deputy City Clerk

**THE FOREGOING MINUTES WERE APPROVED BY THE CITY COUNCIL ON
THE 28th DAY of JANUARY 2020.**

DocuSigned by:



EBDCCFDA17754F5...

Tonia Lewis
City Clerk

Certificate Of Completion

Envelope Id: C54AB27EBD3A4CE2B992CE081D4CD566	Status: Completed
Subject: Please DocuSign: 12-10-2019 City Council Meeting Minutes - DRAFT.pdf	
Source Envelope:	
Document Pages: 13	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	City Clerk
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	8353 Sierra Avenue
	Fontana, CA 92335
	clerks@fontana.org
	IP Address: 192.146.186.96

Record Tracking

Status: Original	Holder: City Clerk	Location: DocuSign
1/29/2020 10:38:02 AM	clerks@fontana.org	

Signer Events

Karen Porlas
kporlas@fontana.org
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

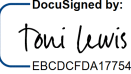
E522540C465D4B9...
Signature Adoption: Pre-selected Style
Using IP Address: 192.146.186.96

Timestamp

Sent: 1/29/2020 10:38:06 AM
Viewed: 1/29/2020 10:46:26 AM
Signed: 1/29/2020 10:46:36 AM

Electronic Record and Signature Disclosure:
Accepted: 1/29/2020 10:46:26 AM
ID: 06d21957-b787-4d0b-a152-2dd2255efa7c

Toni Lewis
tlewis@fontana.org
City Clerk
City of Fontana
Security Level: Email, Account Authentication (None)

DocuSigned by:

EBBCDFDA17754F5...
Signature Adoption: Pre-selected Style
Using IP Address: 76.218.56.24

Sent: 1/29/2020 10:46:37 AM
Viewed: 1/29/2020 10:50:11 AM
Signed: 1/29/2020 10:50:51 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Kathy Kasinger
kkasinger@fontana.org
Security Level: Email, Account Authentication (None)

COPIED

Sent: 1/29/2020 10:50:51 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Evelyne Ssenkoloto essenkol@fontana.org Security Level: Email, Account Authentication (None)	COPIED	Sent: 1/29/2020 10:50:52 AM Viewed: 1/29/2020 11:03:57 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/29/2020 10:50:52 AM
Certified Delivered	Security Checked	1/29/2020 10:50:52 AM
Signing Complete	Security Checked	1/29/2020 10:50:52 AM
Completed	Security Checked	1/29/2020 10:50:52 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Fontana (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Fontana:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: ctejeda@fontana.org

To advise City of Fontana of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at ctejeda@fontana.org and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from City of Fontana

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Fontana

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to ctejeda@fontana.org and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> •Allow per session cookies •Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Fontana as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Fontana during the course of my relationship with you.