

CITY OF FILLMORE REDEVELOPMENT AGENCY  
REGULAR MEETING

TUESDAY, SEPTEMBER 23, 2008  
6:30 P.M.

FILLMORE CITY HALL  
250 CENTRAL AVENUE, FILLMORE, CA 93015-1907

AGENDA

ITEM

REFERENCE\*

1. **CALL TO ORDER**
2. **ORAL COMMUNICATIONS (See City Council Agenda for Oral Communications.)**
3. **REDEVELOPMENT AGENCY CONSENT CALENDAR**  
3A. Warrant List for September 23, 2008. Copy
4. **REDEVELOPMENT AGENCY PUBLIC HEARINGS** – See City Council agenda for any joint public hearings.
5. **REDEVELOPMENT AGENCY BUSINESS ITEMS**  
5A. Housing Rehabilitation Request – Applicant Mrs. Raelene Chaney. Memo
6. **REDEVELOPMENT AGENCY EXECUTIVE SESSION** – None.
7. **ADJOURNMENT:** Redevelopment Agency adjourns to a regular meeting, set for Tuesday, October 14, 2008 at 6:30 p.m., at Fillmore City Hall, 250 Central Avenue, Fillmore, California.

\* Memorandums and/or reports relating to agenda items are on file in the Administrative Assistant's Office on the Public Notice Board. If you have questions regarding the above items you may call the Administrative Assistant at 524-3701 or go to City Hall for further information. Materials related to an item on this agenda submitted to the Agency after distribution of the agenda packet are available for public inspection in the Administrative Assistant's office at City Hall during normal business hours. Such documents are also available on the City of Fillmore website at [www.fillmoreca.com](http://www.fillmoreca.com) subject to staff's ability to post the documents before the meeting.

\*\* Items marked with (\*\*) are found in the City Council reports for the same date.

**City Council Replay Schedule:** City Council meetings will re-broadcast daily at 6:00 p.m.

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CITY OF FILLMORE  
CENTRAL PARK PLAZA  
250 Central Avenue  
Fillmore, California 93015-1907  
(805) 524-3701 • FAX (805) 524-5707

Agenda Item No.: **3A.**

To: Redevelopment Agency Board of Directors

From: Redevelopment Agency Finance Director

Subject: Warrant List for September 23, 2008

Demand Resolution No. 425

Warrant Numbers: 14405-14431

Voided Checks: None

Accounts Payable: \$ 718,692.43

Prepared By:

Shannon Givley  
Accounts Payable

Finance Review:

B. Smith  
Finance Director

Recommended for Approval:

T. RA  
Executive Director

<u>Invoice No</u>	<u>Description</u>	<u>Reference</u>	<u>Invoice Date</u>	<u>Check Amount</u>
<b>Check No: 14405</b> SC-06-611-13	<b>Check Date: 09/11/2008</b> Southwest Business Park	<b>Vendor: D0053</b> DRC	12/08/2007	3,157.36
			<b>Check Total:</b>	3,157.36
<b>Check No: 14406</b> 31408	<b>Check Date: 09/11/2008</b> Clean-Up Sespe School & Middle Schoo	<b>Vendor: F0065</b> Fillmore High School Girls Sof	07/06/2007	700.00
			<b>Check Total:</b>	700.00
<b>Check No: 14407</b> 2008-27	<b>Check Date: 09/11/2008</b> Planning Services: June 1 - 30, 200	<b>Vendor: M0102</b> Kathleen M. Mallory, AICP	07/12/2008	1,387.50
			<b>Check Total:</b>	1,387.50
<b>Check No: 14408</b> 21826 21762	<b>Check Date: 09/11/2008</b> June - Community Swimming Pool Compl May - Community Swimming Pool Compl	<b>Vendor: R0043</b> RJM Design Group, Inc.	07/23/2008 06/24/2008	8,814.46 690.00
			<b>Check Total:</b>	9,504.46
<b>Check No: 14409</b> 17094	<b>Check Date: 09/11/2008</b> Soil Tech: Backfill Compaction Test	<b>Vendor: A0104</b> Advanced Geotechnical Services	08/31/2008	993.00
			<b>Check Total:</b>	993.00
<b>Check No: 14410</b> 58732	<b>Check Date: 09/11/2008</b> Contract Admin Central Ave Add No.8	<b>Vendor: B0024</b> Boyle Engineering	08/20/2008	28,350.34
			<b>Check Total:</b>	28,350.34
<b>Check No: 14411</b> CF0805 CF0804 CF0801	<b>Check Date: 09/11/2008</b> Reinforced Masonry & Concrete Inspec Reinforced Masonry & Concrete Inspec Reinforced Masonry & Concrete Inspec	<b>Vendor: D0071</b> D.J.S. Special Inspections, In	09/02/2008 08/21/2008 07/25/2008	3,617.36 2,997.30 4,458.8
			<b>Check Total:</b>	11,073.53
<b>Check No: 14412</b> 242-070508	<b>Check Date: 09/11/2008</b> Clean Up of Delores Day Park	<b>Vendor: A0116</b> Fillmore AYSO 242	07/05/2008	500.00
			<b>Check Total:</b>	500.00
<b>Check No: 14413</b> 34870	<b>Check Date: 09/11/2008</b> Clean-Up B Street & Old Telegraph Bi	<b>Vendor: F0065</b> Fillmore High School Girls Sof	07/06/2008	500.00
			<b>Check Total:</b>	500.00
<b>Check No: 14414</b> 39528-H	<b>Check Date: 09/11/2008</b> Fillmore Housing Element	<b>Vendor: H0048</b> HDR Engineering Inc.	08/12/2008	613.50
			<b>Check Total:</b>	613.50
<b>Check No: 14415</b> 77268162 77268168 77268162 77268168	<b>Check Date: 09/11/2008</b> 6/24/2008 - 7/23/2008 6/23/2008 - 9/22/2008 6/24/2008 - 7/23/2008 6/23/2008 - 9/22/2008	<b>Vendor: I0001</b> Ikon Financial Services	09/08/2008 08/31/2008 09/08/2008 08/31/2008	76.29 244.55 81.74 262.02
			<b>Check Total:</b>	664.60
<b>Check No: 14416</b> 2008-35 2008-40	<b>Check Date: 09/11/2008</b> Planning Services: July 1 - 31, 200 Planning Services: August 1 - 30, 2	<b>Vendor: M0102</b> Kathleen M. Mallory, AICP	08/05/2008 09/03/2008	2,906.25 3,112.50
			<b>Check Total:</b>	6,018.75
<b>Check No: 14417</b> 199	<b>Check Date: 09/11/2008</b> Legal Services Through 8/31/2008	<b>Vendor: M0002</b> Myers, Widders, Gibson, Jones	08/31/2008	910.00

<u>Invoice No</u>	<u>Description</u>	<u>Reference</u>	<u>Invoice Date</u>	<u>Check Amount</u>
			<b>Check Total:</b>	910.00
<b>Check No:</b> 14418	<b>Check Date:</b> 09/11/2008	<b>Vendor:</b> P0032	<b>Postmaster-Express Acct</b>	
931216	August 2008 Express Mail		09/01/2008	16.50
			<b>Check Total:</b>	16.50
<b>Check No:</b> 14419	<b>Check Date:</b> 09/11/2008	<b>Vendor:</b> R0043	<b>RJM Design Group, Inc.</b>	
21900	Fillmore Community Swimming Pool Com		08/28/2008	1,940.00
21899	Fillmore Community Swimming Pool Com		08/28/2008	4,799.65
			<b>Check Total:</b>	6,739.65
<b>Check No:</b> 14420	<b>Check Date:</b> 09/11/2008	<b>Vendor:</b> R0045	<b>RRM Design Group</b>	
07081006503	South West Fillmore Business Park		08/20/2008	92.15
			<b>Check Total:</b>	92.15
<b>Check No:</b> 14421	<b>Check Date:</b> 09/11/2008	<b>Vendor:</b> V0020	<b>Ventura County Transportation</b>	
239	Quarterly Lease #710380		12/24/2008	2,417.00
			<b>Check Total:</b>	2,417.00
<b>Check No:</b> 14422	<b>Check Date:</b> 09/16/2008	<b>Vendor:</b> P0001	<b>Roy Payne</b>	
9/18/2008	Special Projects Manager		09/18/2008	150.00
9/18/2008	Special Projects Manager		09/18/2008	150.00
			<b>Check Total:</b>	300.00
<b>Check No:</b> 14423	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> B0018	<b>James Branson</b>	
Fill-20081001	October 2008 Computer Support		10/01/2008	300.00
			<b>Check Total:</b>	300.00
<b>Check No:</b> 14424	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> D0071	<b>D.J.S. Special Inspections, In</b>	
CF0802	Inspection at Aquatics & Tennis Faci		08/13/2008	3,311.45
CF0803	Inspection at Aquatics & Tennis Faci		08/13/2008	3,028.20
CF0806	Inspection at Aquatics & Tennis Faci		09/07/2008	2,956.10
CF0807	Inspection at Aquatics & Tennis Faci		09/14/2008	3,724.48
			<b>Check Total:</b>	13,020.23
<b>Check No:</b> 14425	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> D0037	<b>Dell Marketing L.P.</b>	
XCTW565R6	V13 Foundation		09/05/2008	704.63
XCTT9NWW6	Quad Core Xeon Processor		09/04/2008	3,152.28
			<b>Check Total:</b>	3,856.91
<b>Check No:</b> 14426	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> H0058	<b>HMH Construction Co., Inc.</b>	
Retention No.3	Retention - Prog Pay No.3		09/16/2008	-37,566.56
Prog Pay No.3	Aquatics & Tennis Facility Prog Pay		09/16/2008	363,960.78
Prog Pay No.3	Aquatics & Tennis Facility Prog Pay		09/16/2008	11,704.78
			<b>Check Total:</b>	338,099.00
<b>Check No:</b> 14427	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> L0047	<b>Lash Construction, Inc.</b>	
Prog Pay No.6	Central Ave Storm Drain Prog Pay No.		09/09/2008	283,498.17
			<b>Check Total:</b>	283,498.17
<b>Check No:</b> 14428	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> L0003	<b>Lemon's Plumbing</b>	
4802	Police Station: auger plugged toile		09/02/2008	108.58
			<b>Check Total:</b>	108.58
<b>Check No:</b> 14429	<b>Check Date:</b> 09/23/2008	<b>Vendor:</b> P0001	<b>Roy Payne</b>	
10/2/2008	Special Projects Manager		10/02/2008	150.00
10/2/2008	Special Projects Manager		10/02/2008	150.00

<u>Invoice No</u>	<u>Description</u>	<u>Reference</u>	<u>Invoice Date</u>	<u>Check Amount</u>
			<b>Check Total:</b>	300.0
<b>Check No: 14430</b> 1980	<b>Check Date: 09/23/2008</b> Bare Brick Graffiti Removal, Sensiti	<b>Vendor: U0020</b>	<b>Urban Restoration Group US Inc</b> 09/09/2008	1,059.21
			<b>Check Total:</b>	1,059.21
<b>Check No: 14431</b> 003	<b>Check Date: 09/23/2008</b> Fillmore Business Park	<b>Vendor: V0037</b>	<b>Ventura LAFCO</b> 08/04/2008	4,511.99
			<b>Check Total:</b>	4,511.99
			<b>Report Total:</b>	<b>718,692.43</b>

**Fillmore Redevelopment Agency  
Demand Resolution No. 425**

September 23, 2008

Adopted and Approved for Payment on September 23, 2008

\_\_\_\_\_  
Agency Member

\_\_\_\_\_  
Agency Member

\_\_\_\_\_  
Agency Member

\_\_\_\_\_  
Agency Member

\_\_\_\_\_  
Chairperson

I hereby Certify as to the accuracy of the demands and availability of funds for payment thereof; and that the foregoing resolution was duly adopted by the City of Fillmore Redevelopment Agency at a regular meeting thereof held on 9/23/2008 by the following called vote of the Agency:

Aye: \_\_\_\_\_

No: \_\_\_\_\_

Absent: \_\_\_\_\_

\_\_\_\_\_  
Finance Director

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AGENDA ITEM # 5A.

September 23, 2008

TO: FILLMORE REDEVELOPMENT AGENCY  
FROM: TOM RISTAU, EXECUTIVE DIRECTOR *TR*  
SUBJECT: HOUSING REHABILITATION PROGRAM REQUEST FOR ASSISTANCE  
– APPLICANT MRS. RAELENE CHANEY

### **RECOMMENDATION**

The Agency Finance Committee recommends that the Agency award a Housing Rehabilitation Program Critical Need Grant in an amount not to exceed \$10,000.

### **DISCUSSION**

On Tuesday September 9, 2008 the Agency Finance Committee met and heard a request for assistance under the Housing Rehabilitation Program. The applicant is requesting assistance to repair the roof to her home. The applicant meets the income criteria to receive a Critical Need Housing Grant.

The purpose of the Critical Need Housing Grant Program is to provide critical needs assistance to families who would otherwise be unable to afford them. Program specifications are as follows:

- 1) This is a 100%, twelve month, conditional grant;
- 2) Grants will be recaptured in full by the filing/recording of a one-year trust deed. If within the twelve months following the filing of a Notice of Completion the property is sold, title is transferred, the owner ceases to reside in the property, or if the owner refinances the property outside of the requirements of this program, the amount of the grant shall be repaid in full;
- 3) The maximum grant amount is \$10,000. Grant amounts under \$5,000 shall be reviewed and approved by the Agency Finance Committee, while grants over that amount shall be ratified by the full Agency Board;
- 4) Applicants may only receive one such grant for the life of the program. This grant may be combined with other loans/grants at the time of the original project; and,

- 5) Eligible properties are limited to owner-occupied single-family dwellings.

**FISCAL IMPACT**

The FY 08/09 municipal preliminary budget has \$60,000 available for housing rehabilitation program loans and/or grants.