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City of Twentynine Palms

City Profile Summary Sheet

Contact Person: Charles LaClaire, Community Development Director

Address: 6136 Adobe Road, Twentynine Palms, CA 92277

Mailing Address: 6136 Adobe Road
Twentynine Palms, CA 92277
Phone: (760) 367-6799
Fax: (760) 367-5400

Email Address: claclaire@29palms.org
Website Location: www.ci.twentynine-palms.ca.us

Date of Municipality Formation: November 23, 1987
Established as a County Seat: N/A
Charter/Date: N/A

Redevelopment Agency: Yes No

If yes, please indicate name and define area of service.

On September 10, 1991, the City of Twentynine Palms adopted Ordinance 99 activating the Redevelopment Agency for Four Corners Redevelopment Project Area. This area is approximately 7.6 square miles (4,880 acres).

Governing Body: Five (5) member city council elected by General Election Rotating Mayor with one year term.

Membership (Mayor Pro Tem rotates every two years)

Mayor: Jim Harris
Mayor Pro Tem: John Cole
Council Member: Jay Corbin
Council Member: Joel Klink
Council Member: Dan Mintz

Public Meetings: City Council meeting 2nd and 4th Tuesdays of Each Month beginning at 6 PM, City Council Chambers, 6136 Adobe Road.

SERVICE PROVIDED:

Area Served: 58 square miles

Sphere of Influence area estimated at approximately 31 square miles

Population: 14,764 (Defined by 2000 Census)
30,649 (Estimated for 2010)

SERVICES PROVIDED BY THE CITY DIRECTLY TO ITS PUBLIC:

Land use planning, engineering, economic development, code enforcement, building and safety, park and recreation, roads, general government (City Council, finance, etc.), (retail – domestic, irrigation industrial), public landscaping, animal control.

SERVICES PROVIDED TO THE CITY THROUGH A CONTRACTUAL RELATIONSHIP:

Service	Provided by Whom	Date of Contract	Sunset Date
Ambulance	Morongo Basin Ambulance	Since Incorporation	None identified
Water	Twentynine Palms Water District	Since Incorporation	None Identified
Fire	Twentynine Palms Water District (under the TPWD)	Since Incorporation	None Identified
Refuse	Burrtec	July 1, 2006	June 30, 2012
Police	San Bernardino County Sheriffs	Since Incorporation	Annual Contract

Area Served: 58 Square Miles/ 37,120 Acres

Population: 30,649 Outline source for figure

Registered Voters: 5395 As of August 2010 (Date)

Services Provided Outside Agency Boundaries:

Services	Provided to Whom	Date of Contract	Sunset Date
Fire Protection	City sphere of influence	N/A	None Identified
Water Service	City sphere of influence	N/A	None Identified

Special charges for service outside boundaries:
None

Special policies for providing service outside boundaries:
None Identified

Subsidiary District(s)? _____ Yes XX No

If yes, list

SPHERE OF INFLUENCE

Established:

LAFCO Number	Resolution No./ Date Adopted	Location
	Res No. 96-09 February 27, 1996	Granite Mine Corporation SEC of Mojave and Baseline Roads
2856	Res No. 99-249 October 26, 1999	Mainside portion of the Marine Corps Air Ground Combat Center (MCAGCC) End of Adobe Road approximately ½ mile north of Valle Vista Road

Changes:

LAFCO Number	Resolution No./ Date Adopted	Type of Change	Location

Totally Surrounded Islands: _____ Yes XX No

If Yes, how many _____.

How many comply with provisions of Government Code Section 56375.3.

H.P. Kang

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Municipal Service Review

INTRODUCTION: The following provides an outline of the mandatory determinations for a municipal service review as set out in Government Code Section 56430. In addition, it provides an explanation of the purpose of the determination and the issues to be considered. While no agency will be required to respond to each of the issues identified below, this list is intended to be illustrative of the scope of issues that might be relevant to a local agency service review. Please review the list and identify those issues that are relevant to your agency and develop narrative responses to each determination.

I. Growth and Population

Purpose: To evaluate service needs based upon existing and anticipated growth patterns and population projections.

1. Population Information (include identification of source for growth projection)
 - a). Existing and projected within agency boundary

As of September of 2010, the City population is 30,649 including the Marine Corps Air Ground Combat Center (MCAGCC). It is projected that the population will increase to 21,300 for the City (according to the SCAG projections) and 15,000 for the MCAGCC bringing the total population projection to 36,300 for the year 2020 (General Plan Land Use Plan Section XII C 2020 Population Projection – May 25, 2004). At this time the City does not agree with the SCAG population projections; however, there are no other study for the City to reference. Therefore, the City will utilize the SCAG projection numbers until further study is conducted.

- b). Existing and projected within sphere of influence (not to include area within agency's boundaries).

The total projected build-out population is estimated to be 7,600 within an area of approximately 19,100 acres of residential zoned areas.

2. General Plan

- a). Excerpts regarding existing and projected growth

	2000	2005	2010	2015	2020
Population	15,682	16,223	17,502	19,141	21,300
Household	5,767	6,581	6,839	7,413	8,139
Employment	4,717	5,442	6,192	6,635	7,038

- Not including Marine Corps Air Ground Combat Center

General Plan Land Use Plan Section XII

B. Build-Out Population

The land use designations determine the total number of people that could potentially reside in the City; this is the City's Theoretical Build-out.

Because it isn't reasonable to assume that every lot in the City will develop to its full potential, a more practical forecast is made; this is referred to as the Effective Build-out.

The difference between "Theoretical" and "Effective" takes into account such things as institutional uses, earthquake hazards areas, and undeveloped hillside slopes, which reduce the total land development potential. The table below indicates the theoretical maximum population. The practical projection is the Effective Build-out which is 80% of the Theoretical Build-out, or 101,604 residents within the City at build-out.

- b). Other
Not Applicable.

3. Identify Significant Growth Areas

The City has not experienced significant growth areas other than the MCGACC area. The MCGACC area is under growth; however, the City does not provide any services to the area. All of the development within the base is under the jurisdiction of the military (Department of Navy).

II. Present and planned capacity of public facilities and adequate of public services, including infrastructure needs or deficiencies

Purpose: To evaluate the infrastructure needs and deficiencies of a jurisdiction in terms of capacity, condition of facility, service quality and levels of services and its relationship to present and planned capacity. (Provide copies of documents where necessary).

1. Capital Improvement Plans/Studies

The City identifies several projects through the Measure "I" funds including Highway 62 widening project, road seal projects, crosswalk signal project, etc. These items are listed in the proposed 2010-2011 Annual Budget.

2. Water Service Plan/Studies

a) Supply and demand information

Currently, the City is in the process of General Plan Update which includes the Urban Water Management Plan (UWMP). Currently, the UWMP is being updated by the Twentynine Palms Water District (TPWD). The TPWD will determine the infrastructure needs and deficiencies. When the document is approved and adopted by the district, the City of Twentynine Palms will adopt the UWMP as a part of the General Plan Update.

3. Sewer Service Plans/Studies

a) Capacity and demand information

There is no sewer service plan available in the City of Twentynine Palms. The City is built on septic system for residential, commercial and institutional uses. Based on the City's sparse development, a sewer system is currently not physically and financially planned for.

4. Age and Conditions of Facilities

a) Water supply and distribution system

The water system has been updated for the past ten (10) years and is in good conditions. The system will be evaluated as time progresses and will be scheduled to be updated systematically based on UWMP.

b) Wastewater collection and treatment

There are no wastewater systems within the City of Twentynine Palms. All of the residential and commercial developments are on self-contained systems (e.g., septic system).

5. Capacity Analysis

a) Number of service units available

Total water demand in the District was 3,203 acre-feet (AF) in 2004, with a projected demand of 4,739 AF in 2030.

b) Number of service units currently allocated

There are approximately 6,784 connections to approximately 15,700 persons within Twentynine Palms Water District (TPWD) boundary.

c) Total number of service units within agency boundaries

The District currently serves 7,030 connections, all of which are metered accounts. Approximately 93 percent of the service connections are residential. Commercial connections account for approximately 5 percent, landscape irrigation and non-potable connections account for less than 1 percent, and fire protection connections account for the remaining 1.5 percent of the District's total connections. Estimated number of service connections in 2030 is 10,686.

d) Total number of service units outside agencies boundaries. Are there out-of-agency contracts? Is the out-of-agency rate different than the in-agency rate for service?

The number of services provided by the TPWD outside of the agency's boundaries is unknown. The total number of connections is approximately 7,000 including both the City and the Sphere of Influence areas. The water is provided through TPWD (quasi-public agency) and the information is listed as a TPWD boundary.

6. Future Development

a) What additional infrastructure is needed?

Possible infrastructures may include but not limited to above ground storage tanks, new lines for future developments, new lines for Fire suppression needs, and replacement and/or additional future wells.

With the current improvement and replacement of the infrastructure for the past ten (10) years, the system is in a good condition with little chances of failure. Additionally, the four (4) basins will supply projected 2030 demand at approximately 4,700 AFY. Total pumping capacity of the District's wells is 5,590 gpm or a maximum of 9,038 AFY. However, due to the overdraft of the Basin, DWR has recommended 1,400 AFY of pumping from each the Indian Cove and Fortynine Palms Subbasins. The District also has a pumping

capacity of 490 gpm (790 AFY) from the Eastern Subbasin. This amount along with the 2,100 gpm capacity (3,395 AFY) in Mesquite Lake Subbasin yields a total of approximately 6,990 AFY of available future groundwater supply. There is the potential to expand the Mesquite Lake Subbasin facilities to include another well if needed in the future. This additional well would improve reliability by allowing for redundancy in the Mesquite Lake Subbasin as well as increasing pumping capacity.

- b) Description of additional facilities.
Again, possible storage tanks, new potable lines for new developments (residential, commercial, and institutional uses and developments).

The City has no future plans to add additional infrastructure to the current system. The new extension of lines will occur during the construction phase of any future developments (e.g., residential, commercial, and institutional).

- c) How will it be funded?
Since the City has not established a development fee schedule, any future infrastructures will be funded through the General Fund.

Any additional infrastructure will be funded through the TPWD fund. Currently, the City of Twentynine Palms does not have a Development Impact Fees for any development process other than the Street Fee.

- d) Is there a schedule for improvements?
Not at this time.

7. Reserve Capacity

- a) What is the policy?
The TPWD accounts for the future usage and developed a water retrofit kits for homes older than 1980 construction. This will add to the reduction in annual water usage. Additional programs are available such as high efficiency washer rebate program, low-flow toilet program that reduces the water use by 66%. Water reduction education program that informs the residents the methods available to reduce the water use in the area. All of these measures are in place to reduce the water use and prolong the water supply in the TPWD boundary area and the region as a whole.

- b) Are there inter-ties with other agencies?
There are no interties with other agencies.

III. Financial ability to provide service

Purpose: To evaluate factors that affects the financing of providing services and needed improvements. To identify practices or opportunities that may help eliminate unnecessary costs. (Provide copies of documents where necessary).

1. Finance Documents/Plans for:
a) Two most recent adopted budgets
See Attachment.

b) Two most recent completed audits
See Attachment

c) Service upgrades
Not Applicable

d) Capital improvements
Current Capital Improvements are limited due to current budget. The road seal and highway improvement program are limited and selective to improve the most needed areas first. Future improvements will be scheduled based on available budget and possible Federal and State grant awards to the City.

2. Bond Rating
Currently, the City does not have any bond issued; therefore, does not have a bond rating.

3. Revenue Sources

a) Identify

The City's main revenue sources are made up of Vehicle Licensing fee, Property tax, transient tax (bed tax) and sales tax. There are no revenue sources from the MCGACC section of the City.

b) Can they be expanded?
Not at this time.

4. Major Expenditure Categories

a) Identify

The major expenditure categories include items over \$300,000 annually and they are Non-departmental (e.g., Printing, advertising, lobbyist, dues, internet, audit, insurance, OPEB), Community Development, Law Enforcement, Recreation Department, Parks Maintenance.

b) What methods are used to control costs?

The City is constantly looking for ways to reduce cost. The methods utilized are merging services, contract services, cross training, etc. These methods provide minimizing idle time and maximize productivity.

5. Joint Financing Projects

a) Does agency participate? If so, what are they?

The City does not participate in any established joint financing projects.

b) What are the policies?
Not Applicable.

c) Please provide a copy of the agreement
Not Applicable.

6. Overlapping/Duplicative Services
There are no overlapping or duplicating services in the City of Twentynine Palms.
7. Rely on Other Agencies
 - a) Administrative functions
Not Applicable.
 - b) Grant management
Not Applicable.
 - c) In-house cost vs. outside cost
Not Applicable.
8. Per-Unit Service Costs
 - a) Identify
The total expenditure proposed for year 2010-2011 is approximately 7.4 million serving 30,649 populations. This calculates to \$241.44 per person spent annually.
 - b) Comparison with others.
Not Available.
9. Identify current rates and plans. Please identify any planned rate changes.

IV. Status of, and opportunities for shared facilities

Purpose: To evaluate the opportunities for a jurisdiction to share facilities and resources to develop more efficient service delivery systems.

1. Shared Facilities
 - a) Existing – Flood, parks, groundwater storage, etc.
The City does not have shared facilities such as parks or flood channels within the City limits. However, the Hwy 62 is a State highway that is maintained by the state but utilized locally. As a result, California Highway Patrol monitors and has jurisdiction on this section of the roadway.

Additionally, the Morongo Basin Transit Authority provides the public transportation services in the region and is operated and maintained by the Morongo Basin Transit Authority.
 - b) Future opportunities/options
There is no community hospital within the City limits. The closest hospital is the Robert E. Bush Naval hospital located in the MCGACC, which is not available to the public. The closest public hospital, Hi-Desert Medical Center, is located approximately fourteen (14) miles west at Joshua Tree.

2. Duplication of Facilities
 - a) Existing duplication?
There are no duplications of facilities.
 - b) Planned/future duplication?
The City plans no duplications in the future for any facilities.
 - c) Excess capacity available to outside customers?
None at this time.
 - d) Productivity ratings, if any, for staff
Not applicable.

V. Accountability for community service needs, including governmental structure and operational efficiencies

Purpose: To evaluate the accessibility and level of public participation associated within the agency's decision-making and management processes, to consider the advantages and disadvantages of various government structures to provide public services, and to evaluate whether organizational changes to governmental structure can be made to improve the quality of public services in comparison to cost.

1. Budget

a) Policies

Revenues and expenditures accounted for in the governmental funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the City's operations.

Budgets have been adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP) for nearly all governmental funds.

b) Policies for payment of stipend, benefits, travel, educational expenses of the governing body

All payment policies must be adopted by the City Council for the amount and requirements through a public hearing process. Any request of payment must be preapproved by the authorized agent of the City prior to any work, travel, education performance.

c) Preparation/public involvement

All of the budget proposals and the adoptions are conducted in accordance to the Brown Act. Any public is welcome to make any comments and suggestions on any budget items for consistency, concerns and corrections.

d) Analysis – revenue/reserves/expenditures

The budget is adopted in a publicly noticed meetings and any portion, including the revenue, reserve, and expenditures of the City, can be discussed at the meeting. Additionally, the City budget is audited by an independent CPA firm for any inconsistencies.

2. Governing Body

- a) Selection process
The City Council is voted by the public in a general election process. The Planning Commission and other commissions are appointed by the City Council as a majority vote.
- b) Representation (Districts, area-wide)
The City of Twentynine Palms is a General Law City and the City Council represents the City as an area-wide.
- c) Frequency of meetings
The City Council meets 2nd and 4th Tuesdays of the each month.
- d) Brown Act compliance
The City of Twentynine Palms strictly follows the guidelines of the Brown Act. All public meeting are noticed and all decisions are made in public hearing setting.
- e) Number of elections over last decade
The City had five (5) general elections in the past decade.

3. Level of Service

- a) Meets or exceeds customer needs?
The City of Twentynine Palms pride itself in providing the highest level of service to the public, patrons, and the residents. The City provides many services though the online means.
- b) Customer satisfaction
 - i) Surveys
The City provides multiple means of surveys for services it provides. The public has the option of placing their comments in the "Comment Box" provided at the City Hall.
 - ii) Complaint tracking
There is no formal tracking system; however, the City does take the comments received and analyzes them and make appropriate changes to the process.

4. Customer/Community Access

- a) Hours
The City Hall is open Monday through Thursday 7 am to 6 pm.
- b) Newsletters
The Desert Trail is the local newsletter for the City of Twentynine Palms.
- c) Website
The City provides online service via the website www.ci.twentynine-palms.ca.us . Residents and patrons of the City can find majority of their questions answered.
- d) Media coverage

There is no local channel that covers the City government news other than the major networks.

- e) Cable/public access TV
Comcast Cable provides the local programming service. Neither the Planning Commission nor the City Council meetings are televised at this time.

5. Regular Progress Report

- a) Budget – major projects
Annual budget and audit reports are presented to the City Council for adoption at public noticed meetings.
- b) Operations
All aspects of the operations are listed in the City Manager's report to council at public noticed meetings.
- c) Voter participation
Not Applicable.

6. Does the agency recommend any government structure options (consolidation, reorganization, status quo)?

- a) Benefit to customers
Not Applicable.
- b) Service to be provided
Not Applicable.
- c) What would the hurdles be to consolidation/reorganization?
Not Applicable.

7. Does the agency have strategies or policies for future service delivery?

- a) Strategies for directing growth
The City of Twentynine Palms is currently in the process of updating the General Plan. This plan will guide in the strategies in growth and development policies. The General Plan is a guiding document for the City to outline future growth of 15-20 years.
- b) Infill
As mentioned above, the City of Twentynine Palms is under process of updating the General Plan which identifies the infill development in the Land Use section.
- c) Conservation
The current and future General Plan identifies the policies of Conservation for the City.
- d) Annexation policies
The City identifies the policies of annexation in the General Plan. The General Plan map identifies the Sphere of Influence areas for future annexation areas.

- e) Policies related to providing service outside agency boundaries.
The current services provided to the outside agency boundaries are the responsibility of the TPWD which includes the fire services. No additional services are being provided by the City to the sphere areas at this time.

8. Operational Efficiencies

a) Staffing Levels

The City provides a full service to the residents via both full time and contract staff members. Many functions such as engineering, building and safety, code enforcement and animal control services are provided through a City contract with a consulting firm.

b) Technology (e.g. billing systems)

The City utilizes the computerized billing system. Currently, the City does not offer electronic payments but is analyzing the feasibility of future applications.

c) Joint Powers Agreements

i) Identify and describe.

The City is a member of the Joint Powers Agreement and all of the services it provides to the City.

ii) Please provide copy of agreement.

The agreement is a general agreement based on the JPA membership agreement.

iii) Generally describe service area.

The service area includes the SanBAG area.

iv) Describe any specific policies related to the agreement.

Not applicable.

**MANDATORY FIVE YEAR UPDATE
SPHERE OF INFLUENCE REVIEW**

INTRODUCTION: The questions on this form are designed to obtain data about the entity's existing sphere of influence to allow the Commission and its staff to begin to assess the mandated sphere update process. You are encouraged to include any additional information that you believe is pertinent to the process. Use additional sheets where necessary and/or include any relevant documents.

1. NAME OF AGENCY: City of Twentynine Palms
2. Provide an identification of the entities that provide service to your agency. Please indicate whether they are public or private entities and include subsidiary districts in this description. Please include a description of City or District-governed agencies (i.e., redevelopment agency, development corporations, joint powers authorities, improvement districts, etc.):

Agency	Public/Private	Subsidiary District	Governing Agency
Twentynine Palms Water District (TPWD)	Private	N/A	Twentynine Palms Water District (TPWD)
Twentynine Palms Fire Department	Private	TPWD	Twentynine Palms Water District (TPWD)
Twentynine Palms Cemetery District	Private	N/A	
Redevelopment Agency	Public	N/A	City
Desert Regional Tourism Agency	Private	N/A	
Morongo Basin Transportation Agency	Private	N/A	
Copper Mountain College District	Private	N/A	
Mojave Desert Air Quality Management District (MDAQMD)	Public	California State	California State
Hi Desert Medical Center District	Private	N/A	
San Bernardino Associated Governments (SanBAG)	Public	N/A	San Bernardino Associated Governments (SanBAG)
Morongo Unified School District	Public	N/A	
Morongo Basin Ambulance District	Private	N/A	Morongo Basin Ambulance District

3. Provide a narrative description of anticipated alterations in the agency's current sphere of influence that should be considered in this review. This identification should include any potential development that would require a sphere of influence amendment for implementation, etc. (If additional room for response is necessary, please attach additional sheet to this form.)

Currently, there are no anticipated changes in the Sphere of Influence areas for the City of Twentynine Palms.

4. CITIES: Provide an outline of negotiations with the County of San Bernardino related to any sphere change anticipated. Please include an outline of agreements on boundaries, development standards, zoning requirements, if any. This is required pursuant to Government Code Section 56425(b).

Currently, there are no anticipated alterations in the Sphere of Influence areas for the City of Twentynine Palms.

5. CITIES: Provide an outline of the dates for adoption and plans for update, if any, for :

General Plan

Elements if adopted separately

NAME	DATE OF ADOPTION/UPDATE PLANS
<u>Mission Statement</u>	<u>September 29, 1999</u>
<u>Conservation</u>	<u>February 26, 2002</u>
<u>Open Space</u>	<u>February 26, 2002</u>
<u>Recreation</u>	<u>February 26, 2002</u>
<u>Noise</u>	<u>February 26, 2002</u>
<u>Safety</u>	<u>February 26, 2002</u>
<u>Housing</u>	<u>June 27, 2000</u>
<u>Land Use</u>	<u>May 25, 2004</u>
<u>Circulation</u>	<u>January 27, 2009</u>

6. CITIES/SPECIAL DISTRICTS: For the services provided by the agency identifying the appropriate document below and provide an outline of the date of adoption, schedule for update, copy of the document and copy of environmental document, if applicable:

Master Plan for Water Utility	<u>Twentynine Palms Water District</u>
Master Plan for Sewer Utility	<u>N/A</u>
Master Plan for Fire Service	<u>Twentynine Palms Fire Department</u>
Master Plan for Park Service	<u>Twentynine Palms Community Services Department</u>
Urban Water Management Plan	<u>N/A</u>

(with copy of certification from Department of Water Resources)

Other (Please name):

7. SPECIAL DISTRICTS: Provide an outline of the following items related to the services provided by the District. This response is specifically required by Government Code Section 56425(i) et seq.

a) Provide a written statement specifying the functions and/or classes of service provided by the District.

The Twentynine Palms Water District (TPWD) provides the water and fire services for the City. The Board of Directors voted to extend its responsibilities to include fire protection in 1958 after the California Department of Forestry ceased providing local fire protection. Since the incorporation of the City in 1987, the District serves the City, and areas outside of the City.

b) Provide a written description of the nature, location and extent of the functions and/or classes of service outlined above. Where the service area is less than the boundaries of the District provide a map depiction of the location.

Along with the services identified above, the Twentynine Palms Water District also provides the water plan for the district. The District encompasses a total area of about 87 square miles and serves a population of about 17,000 (not including the Marine base population which is included in the total city population). It maintains approximately 7,700 meter services, 200 miles of pipeline and 14 million gallons of water storage capacity. The services supplied are primarily residential, with a small percentage of commercial and light industrial.

c) Provide a brief outline of master plans adopted for each of the services listed above including a summary of their findings and the date of their adoption. If master plans are required to be filed with a County, State or Federal agency please note the date of their acceptance. Provide a copy of the master plans with this document if not previously provided to the LAFCO staff office including a copy of the environmental determination associated with the document.

There are no master plans for the districts identified above.

8. Provide a response to the four factors outlined in Government Code Section 56425 required for a sphere of influence review outlined as follows:

a) The present and planned land uses in the area, including agricultural and open-space lands.

The areas currently in the sphere of influence are pre-zoned to match the County of San Bernardino zoning designations.

b) The present and probable need for public facilities and services in the area.

Currently, the area is served by the Twentynine Palms Water District for fire and water services. The Southern California Edison is providing electricity services. The San Bernardino County and the California Highway Patrol provides the law enforcement services.

- c) The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

Current services that the city provides within the city boundary are adequate for the 58 square miles of city jurisdiction in relationship to its current population. However, the sphere of influence areas would require additional analyses to identify possible deficiencies in providing service with the land addition and the population growth including parks, water supply, road improvements, etc.

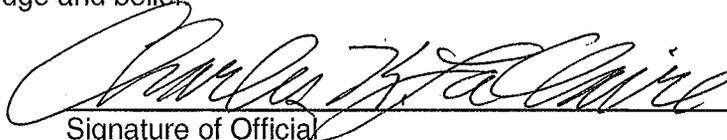
- d) The existence of any social or economic communities of interest in the area.
None identified at this time.

CERTIFICATION

I hereby certify that the statements furnished above and in the attached supplements, exhibits, and documents present the date and information required for this mandatory review to the best of my ability, and that the facts, statements, and information presented herein are true and correct to the best of my knowledge and belief.

DATE:

Oct. 3, 2011



Signature of Official

Charles LaClaire
Printed Name

Community Development Director
Title