



AGENDA
CITY COUNCIL OF THE CITY OF MORENO VALLEY
MORENO VALLEY COMMUNITY SERVICES DISTRICT
CITY AS SUCCESSOR AGENCY FOR THE
COMMUNITY REDEVELOPMENT AGENCY OF
THE CITY OF MORENO VALLEY
MORENO VALLEY HOUSING AUTHORITY

June 16, 2015

STUDY SESSION – 6:00 PM

City Council Study Sessions

First & Third Tuesdays of each month – 6:00 p.m.

City Council Meetings

Special Presentations – 5:30 P.M.

Second & Fourth Tuesdays of each month – 6:00 p.m.

City Council Closed Session

Will be scheduled as needed at 4:30 p.m.

City Hall Council Chamber - 14177 Frederick Street

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, in compliance with the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Mark Sambito, ADA Coordinator, at 951.413.3120 at least 48 hours before the meeting. The 48-hour notification will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Dr. Yxstian A. Gutierrez, Mayor Pro Tem
Jeffrey J. Giba, Council Member

Jesse L. Molina, Mayor

George E. Price, Council Member
D. LaDonna Jempson, Council Member

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***THE CITY COUNCIL RECEIVES A SEPARATE STIPEND FOR CSD
MEETINGS***

**STUDY SESSION – 6:00 PM
JUNE 16, 2015**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

Pastor Harold Webber - Living Way Christian Fellowship

ROLL CALL

INTRODUCTIONS

**PUBLIC COMMENTS ON MATTERS UNDER THE JURISDICTION OF THE CITY
COUNCIL**

There is a three-minute time limit per person. Please complete and submit a BLUE speaker slip to the City Clerk. All remarks and questions shall be addressed to the presiding officer or to the City Council.

A. SPECIAL ORDER OF BUSINESS

- A.1. ANNUAL REPORT OF THE SENIOR CITIZEN'S BOARD (Report of: City Clerk)

- A.2. WRCOG PRESENTATION BY RICK BISHOP (Giba) (Report of: City Manager)

- A.3. FOOD TRUCKS (Powerpoint to be provided under separate cover) (Molina) (Report of: Community Development)

- A.4. LANDSCAPE REQUIREMENTS - MUNICIPAL CODE TITLES 6 AND 9
(Powerpoint) (Molina) (Report of: Community Development)

- A.5. PROPOSED REVISIONS TO OPERATING POLICY FOR BOARDS AND
COMMISSIONS (Jempson & Price) (Report of: City Clerk)

- A.6. COUNCIL RECESS DISCUSSION (Report of: City Clerk)

- A.7. CITY COUNCIL REQUESTS AND COMMUNICATIONS

**(TIMES SHOWN ARE ONLY ESTIMATES FOR STAFF PRESENTATION. ITEMS
MAY BE DEFERRED BY COUNCIL IF TIME DOES NOT PERMIT FULL REVIEW.)**

❖ Oral Presentation only - No written material provided

***Materials related to an item on this Agenda submitted to the City Council/Community Services District/City as Successor Agency for the Community Redevelopment Agency/Housing Authority after distribution of the agenda packet are available for public inspection in the City Clerk's office at 14177 Frederick Street during normal business hours.**

ADJOURNMENT

CERTIFICATION

I, Jane Halstead, City Clerk of the City of Moreno Valley, California, certify that the City Council Agenda was posted in the following places pursuant to City of Moreno Valley Resolution No. 2007-40:

City Hall, City of Moreno Valley
14177 Frederick Street

Moreno Valley Library
25480 Alessandro Boulevard

Moreno Valley Senior/Community Center
25075 Fir Avenue

Jane Halstead, CMC,
City Clerk

Date Posted:

CITY OF MORENO VALLEY

LANDSCAPE REQUIREMENT
MUNICIPAL CODE TITLES 6 AND

Attachment: Landscape Reqts CC SS 6-16-2015 (1543 :

Existing Single Family Development

MVMC 9.17.070

1. No charge for plan review
2. Xeriscape
3. Use approved materials
4. Smart Irrigation controllers
5. Minimize overspray
6. Maximum 25% turf in front yard
 1. Shrubs
 2. Groundcovers
 3. Trees
7. Reduce hardscape – reduce run-off
8. Water efficient list of plan materials



Water Efficiency Requirements

MVMC 9.17.150

1. No hosing down hard surfaces
2. Repair leaks
3. Irrigate between 9pm and 6am
4. No unattended watering systems
5. Maximize system efficiency
6. No run-off
7. Fountains with recycling pumps
8. No run-off washing vehicles
9. New landscaping
 1. Low-water demand
 2. No non-functional turf
10. No watering during rain
11. Rain water capture or direct to landscape



New EMWD Landscapes Requirements

Emergency Regulations

May 5, 2015

1. Letter to developers / builders
2. Irrigation consistent with CBSC and HCD
 1. California Building Standards Commission
 2. Department of Housing and Community Development
3. Plan approval required
4. No aesthetic turf
5. Includes potable and recycled water

Restrictions for existing landscapes:

1. Fines up to \$500
2. Reduce potable water 28%
3. Reduce outdoor watering 50%



Code Compliance Provisions

MVMC 6.04.040

Unlawful to maintain the following:

(C) Landscaping and vegetation

1. Vegetation presenting a fire hazard
2. Stagnant water, refuse or waste
3. Unimproved surfaces of front yards
 1. Plants
 2. Rocks
 3. Bark
 4. Mulch
4. Trees or shrubs with dead limbs
5. Overgrown trees or shrubs
6. Overgrown vegetation harboring pests
7. Not conforming to approvals



Code Compliance Implementation

MVMC 6.04.050

Abatement

1. Initial contact
2. Share requirements
3. Work with owners
4. Extended time periods
5. 180 day compliance window
6. Compliance is ultimate goal



City of Moreno Valley
Community Development Department
Code Compliance Division
14177 Frederick Street, Moreno Valley, CA 92553

Date: _____ Time: _____
Location: _____

As a community we are all responsible for keeping our properties in good condition. Well maintained properties reflect positively on your neighborhood and our city as a whole.

Unfortunately, the condition of your property does not meet the minimum standards found in Moreno Valley Municipal Code Section 6.04.050 as listed below:

- Remove weeds and dead shrubs/trees
- Cut tall grass and remove dead/dry grass
- Front and visible side yards must be covered with landscaping materials
- Remove all junk, trash and debris
- Remove or store all non-permitting vehicles

There are many ways to bring your property back into compliance. Please see the attached flyer for helpful information on how to meet Municipal Code requirements.

Code Compliance will be back to perform a re-inspection on _____

If you have any questions, please call me at 927.413.3340. We are here to help.

Code Compliance Officer

Thank you for your cooperation and efforts to keep Moreno Valley beautiful!

www.movval.org

Questions

A.4.a



HELP KEEP
MORENO VALLEY
beautiful

Attachment: Landscape Repts CC SS 6-16-2015 (1543 :

Packet Pg. 11



Report to City Council

TO: Mayor and City Council

FROM: Jane Halstead, City Clerk

AGENDA DATE: June 16, 2015

TITLE: PROPOSED REVISIONS TO OPERATING POLICY FOR BOARDS AND COMMISSIONS (JEMPSON & PRICE)

RECOMMENDED ACTION

Recommendation:

1. Review proposed revisions to Operating Policy for Boards and Commissions and provide staff direction.

SUMMARY

Legislative Policy 1.11 - Operating Policy for Boards and Commissions was adopted by the City Council on February 22, 2000. The policy is being brought forward by Council Member Jempson seconded by Council Member Price for revisions. At the May 25, 2015 Regular City Council Meeting, Council Member Jempson motioned that the appointment process prospectively verify eligibility of residency for all City Council appointments to Boards and Commission be included in the revision. This was seconded by Mayor Pro Tem Dr. Gutierrez.

DISCUSSION

An exhibit to the policy is being added to provide clarification in the recruitment/application process. Sections that have been included for the Council's consideration are: completeness of applications; requirement of fingerprinting of applicants and/or background investigations for those Boards or Commissions that have contact with minors; verification of residency requirements; another item of discussion regarding Planning Commission applicants and whether City Council would interview all or a selected few based on criteria set forth by the City Council and any other changes the City Council may desire to implement.

Currently the only requirement for a candidate to serve on a Board or Commission is,

Moreno Valley residency and that the appointee shall attend one meeting prior to appointment.

This Policy will require further revision per Ordinance 879 which relates to the creation of the office of a directly elected mayor and states the following:

Section 2.04.060 Commission Appointments - Unless otherwise specifically provided in this code or by state law, all city board, commission and committee appointments shall be made by the mayor with the approval of the City Council. Since the directly elected mayor will be voted on the November 2016 election, Council may consider incorporating this section into the policy, now noting the future effective date of this provision.

ALTERNATIVES

Do not revise Policy 1.11 Operating Policy for Boards and Commissions.

FISCAL IMPACT

There is no fiscal impact on the revision of the Policy.

NOTIFICATION

Posting of the agenda.

PREPARATION OF STAFF REPORT

Prepared by:
Jane Halstead
City Clerk

Department Head Approval
Jane Halstead
City Clerk

CITY COUNCIL GOALS

Revenue Diversification and Preservation. Develop a variety of City revenue sources and policies to create a stable revenue base and fiscal policies to support essential City services, regardless of economic climate.

ATTACHMENTS

1. Administrative Policy Amended 111_Boards and Commissions1
2. exhibit a revised

APPROVALS

Budget Officer Approval
City Attorney Approval
City Manager Approval

✓ Approved
✓ Approved
✓ Approved

6/12/15 4:26 PM
6/12/15 4:37 PM
6/12/15 4:42 PM

OPERATING POLICY FOR BOARDS AND COMMISSIONS

ESTABLISHMENT: All advisory boards, commissions and committees shall be established by ordinance or resolution. Commissions may be established by resolution. The enabling document may establish the duration, manner of appointment, term of office, and powers and duties.

DEFINITIONS:A. Legislative Body:

- (1) The governing body of a local agency;
- (2) A commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory, created by ordinance, resolution, or formal action of a legislative body. [Advisory committees composed solely of the members of the legislative body which are less than a quorum of the legislative body are not legislative bodies], except that standing committees of a legislative body, irrespective of their composition, which have a continuing subject matter jurisdiction, or a meeting schedule fixed by ordinance, resolution, or formal action of a legislative body are legislative bodies for all purposes.

B. Board:

A body of members appointed by ordinance or resolution to serve in a continuing advisory capacity to the City Council.

C. Commission:

A body of members appointed by ordinance or resolution to serve in a continuing advisory capacity to the City Council and/or which may have decision-making authority pursuant to Government Code of the State of California and perform such other duties and functions as may be designated by the City Council.

D. Committee:

A body of members appointed by ordinance to serve on an ad-hoc basis to advise the City Council on particular matters.

E. Subcommittee/Standing Committee:

A body of members consisting of less than a quorum of a legislative body.

I. STAFF LIAISON

The City Manager may assign a staff liaison to provide staff assistance, as may be required, to each board and commission. The staff liaison aids the board or commission by communicating its concerns/requests to the Council liaison.

II. COUNCIL LIAISON

The Council may annually select a Council liaison to each board and commission. The Council liaison shall attend one meeting per annum of their respective appointment(s); further attendance shall be on an as-

Approved by: City Council
2/22/00

OPERATING POLICY FOR BOARDS AND COMMISSIONS

needed/requested basis. The Council Liaison, with the assistance of the Staff Liaison, provides a contact person for the Council to ask questions, receive clarification, or for Council to bring concerns to the board or commission.

III. SERVICE LIMITATION

No person shall serve on more than one board or commission at any one time.

IV. DURATION OF TERMS

Members shall serve until their respective successors are appointed and qualified. The City Council shall have the power to fill any vacancies. Unless otherwise specified, terms of members of boards and commissions shall be for three (3) years.

V. ATTENDANCE

Any person appointed to any city board, commission, or committee shall automatically vacate the office upon being absent without advance permission from three (3) or 25% of the regular meetings in a fiscal year (July 1 through June 30), unless excused by advance permission. The appointing authority (City Council) shall appoint a successor to fill the vacancy.

VI. OPEN MEETINGS

All meetings of boards, commissions, committees and subcommittees serving in a continuing advisory capacity, or having a meeting schedule fixed by ordinance, resolution, or formal action of the legislative body shall be open to the public unless subject to the closed session exceptions contained in the Ralph M. Brown Act (G.C. section 54950, et seq.).

VII. RULES

Each board and commission may adopt such bylaws and rules as may be necessary or convenient for the conduct of its business, subject to approval of the City Council.

VIII. APPLICABILITY

These policies shall apply to all boards, commissions, committees and sub/standing committees, unless the Council by ordinance, resolution or minute order.

Attachment: Exhibit A

Approved by: City Council
2/22/00

APPOINTMENT PROCESS**I. APPLICATIONS**

Application must be filled out completely. "See Attached" or "See Resume" is not sufficient for the completion of the application. A resume may be attached but is not required.

Fingerprinting and a background check would be required in those circumstances where appointees routinely have contact with minors and where conduct of a background check is permitted by law.

II. VERIFICATION OF RESIDENCY

Residency shall be verified by the City Clerk, prior to appointments by the City Council.

Pursuant to Moreno Valley Municipal Code 2.06.010 D, the appointee shall be a bona fide resident at the time of appointment and throughout his/her incumbency;

Satisfactory proof of residency: driver's license, CA ID, and one of the following: utility bill, Student ID card or mortgage/lease documents.

Members of Emerging Leaders Council need to provide proof of age and verification of enrollment in school per Resolution No. 2015-31 adopted on May 12, 2015.

Team member requirements for Parks & Recreation Commission, July 4th Advisory Board and Arts Commission would need to provide proof of age and enrollment in school.

III. RECRUITMENT PROCESS

- A. Notice of Opening shall contain:
 Committee name
 Appointees must be bona fide residents of the City of Moreno Valley.
 Appointees will serve without compensation (except for Planning Commission - \$100 per meeting)
 Appointees shall attend at least one meeting prior to appointment (per the Council-adopted policy – 2/26/02; this requirement does not apply to the Accessibility Appeals Board)
 Terms to be filled
 Committee description
 City Clerk's Department address and phone number
 Deadline date to file
 Date posted
- B. Notice of Opening shall be posted within 20 days after declaring the vacancy. Final appointment to the Committee shall not be made for at least 10 working days after the posting [GC 54974]. Current procedure is to post the Notice for 30 calendar days within the same week that the vacancy is declared.
- C. Distribution of Notice of Opening
1. Original Notice is kept on file in the City Clerk's Department.

2. Notice shall be posted at:
 - City Hall Kiosk
 - City Hall Assistance Counter
 - Library
 - Senior Community Center
3. Notice shall be made available at:
 - City Clerk's public table (20 copies)
 - Council Chamber public table (20 copies)
 - Senior Community Center
 - Library
4. Notice (only for June expiring terms) shall be e-mailed to VIP distribution list, which includes local churches and local organizations
5. Notice shall be forwarded to:
 - City Council
 - Press-Enterprise (non-paid advertising)
 - Other local publications: MV Business Journal, MV City News, and Your Villa
 - MVTV3
 - City's Web site
 - Staff Liaison
 - Media staff

IV. APPLICATION PROCESSING

- A. When an application is requested, also provide a copy of the Notice of Opening
- B. Upon receipt of the application date stamp and file.
- C. Application files will be held in a temporary file until City Council makes the appointments.
- D. All applications will be sent electronically to City Council immediately after the deadline (or two weeks prior to the City Council Meeting?).

Within one business day following the Council Meeting appointments, the City Clerk will notify via phone the successful and unsuccessful candidates. Letters confirming their appointment and rejection will be mailed by the end of the week of appointment.
- E. All applications of unsuccessful candidates shall be kept on file for one year after application submittal date.
- F. The applications of those not appointed shall be destroyed after two years (Pursuant to City's records retention policy).
- G. Applications are accepted year-round.

V. APPOINTMENT STAFF REPORT

- A. As soon as possible, following the deadline to file, prepare the staff report.

- B. Prepare City Council application and ballot packet. The packet is distributed under separate cover (manila envelope) with the City Council agenda packet.

The packet shall contain:

1. Memo from the City Clerk.
 - a) Distribute to City Council and to staff liaisons.
2. Ballots
3. Applications (distribute hard copies in addition to electronic copies?)
 - a) Distribute to City Council, staff liaison, and City Clerk.

- C. Email a Website link to the agenda of the applicants.

VI. **PLANNING COMMISSION, LIBRARY COMMISSION AND ARTS COMMISSION APPOINTMENTS**

Confirm whether the Council liaisons to the Arts Commission and the Library Commission would like to conduct interviews with applicants to the Library Commission and Arts Commission.

The Planning Commission appointments follow the same procedures as the other committees except the City Council interviews selected applicants.

- A. Schedule Council Chamber for City Council interviews with selected (or all?) applicants (allow 15/20 minutes for each interview). Confirm for Council Members' availability.
- B. Prepare and forward a memo to City Council to select applicants for interviews.
 - a) Memo to the Council
 - b) List of applicants
 - c) Printed copies of applications; and
 - d) Website link to Municipal Code pertaining to the Commission

All applications will be sent electronically to City Council immediately after the deadline (or 2 weeks prior to the appointments/interviews?).

- C. Once City Council has selected the applicants for interview:
 1. Notify each applicant of his/her time of interview.
 2. Prepare a packet for City Council.
 - a) Memo with the interview schedule
 - b) Copies of the applications
 - c) Interview Evaluation Form
 - d) Suggested Interview Questions (contact the staff liaison for suggested interview questions)
 3. City Council will notify the City Clerk of the applicants selected as final candidates.
 4. Within one business day following the Council Meeting appointments/interviews, the City Clerk will notify, via phone, the successful and unsuccessful candidates. Letters confirming their appointment and

rejection will be mailed by the end of the week of appointment.

5. Staff report will be prepared.
6. Prepare packet with memo, ballot(s)

VII. CORRESPONDENCE

- A. Committee members whose terms are expiring shall be notified of the need to submit a new application to be considered for reappointment (after the Notice of Openings is posted).
 1. Email will be sent to members and copied to staff liaisons.
- B. Committee members who resign or terms expire shall be acknowledged within one week.
 1. Letter prepared by City Clerk for Mayor's signature and copied to staff liaison.
- C. Applicants who are appointed or Committee members who are reappointed shall be notified within one business day after appointments via phone and by a letter by the end of the week.
 1. Letter prepared and signed by City Clerk and copied to staff liaison.
- D. Applicants who are not appointed to a Committee shall be notified within one business day after the appointment via phone and by a letter by the end of the week.
 1. Letter prepared and signed by City Clerk.

2013

City of Moreno Valley

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Holidays

- Council Meeting
- Study Session
- Holidays
- Council Recess

- 01/01/13 New Year's Day
- 01/21/13 Martin Luther King's Birthday
- 02/18/13 President's Day
- 05/27/13 Memorial Day
- 07/04/13 4th of July

- 09/02/13 Labor Day
- 11/11/13 Veterans Day
- 11/28-11/29/13 Thanksgiving
- 12/24-12/25/13 Christmas

Attachment: Council Recess_2013 (1514 : COUNCIL RECESS DISCUSSION)

2014

City of Moreno Valley

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- 05/26/14 Memorial Day
- 07/04/14 4th of July

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- 11/27-11/28/14 Thanksgiving
- 12/24-12/25/14 Christmas

- Council Meeting
- Study Session
- Holidays
- Council Recess

2015

City of Moreno Valley

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Council Meeting
- Study Session
- Holidays
- Proposed Council Recess

Holidays

- 01/01/15 New Year's Day
- 01/19/15 Martin Luther King's Birthday
- 02/16/15 President's Day
- 05/25/15 Memorial Day
- 07/03/15 4th of July

- 09/07/15 Labor Day
- 11/11/15 Veterans Day
- 11/26-11/27/15 Thanksgiving
- 12/24-12/25/15 Christmas

Attachment: Council Recess_Proposed 2015 (1514 : COUNCIL RECESS DISCUSSION)