



# MINUTES

## REGULAR MEETING OF THE HEMET CITY COUNCIL

April 24, 2012

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5:30 p.m.

[www.cityofhemet.org](http://www.cityofhemet.org)

City of Hemet Council Chambers

450 E. Latham Avenue

Please silence all cell phones

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### Call to Order

Mayor Youssef called the meeting to order at 5:31 p.m.

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### Roll Call

PRESENT: Council Members Franchville, Krupa, Smith and Mayor Youssef

ABSENT: Mayor Pro Tem Foreman

**Council Member Smith moved and Council Member Krupa seconded a motion to excuse Mayor Pro Tem Foreman. Motion carried 4-0.**

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### Work Study

Discussion regarding these items, with possible direction to staff

1. Presentation regarding the Citrus Pest & Disease Prevention Program - Mark Olson **Mark Olson, Citrus Pest & Disease Prevention Program**, gave the City Council a powerpoint presentation and distributed an informational packet regarding the invasive Asian Citrus Psyllid. The California citrus industry is worth \$2 billion dollars. The Asian Citrus Psyllid was originally found in Asia and has made its way to the US. The Psyllid carries a disease called "Huanglongbing" (HLB), also known as "citrus greening disease". The disease is not harmful to human or pets, however, there is no cure for the disease. The disease is a death sentence for California citrus trees, it destroys production, appearance, taste and economic value. The Los Angeles basin is infected by the Psyllid. The goal is to get this information out to homeowners in Ventura, Riverside, South Orange County and San Diego Counties. Homeowners should inspect their trees monthly or whenever watering them. Look in the new shoots for the psyllid, if spotted contact the California Food and Agriculture Hotline at 1-800-491-1899. If the pest is found, citrus trees within a 400 meter radius may be treated. Mr. Olson explained the treatment. Mr. Olson asked the City Council and City staff to help get the word out to residents.

**The City Council recommended that Mr. Olson give this presentation to the water companies and gave direction to staff to post the presentation on the City's website.**

2. Hemet-San Jacinto Chamber of Commerce's Gang Prevention Program - Melvin Valentine

**Melvin Valentine, Gang Prevention Program**, gave the City Council an update on the Gang prevention program, sponsored by the Hemet-San Jacinto Chamber of Commerce. Mr. Valentine is also working with Hemet Police Department, Hemet CAN, Youth for Christ, Hemet Community Christian, the Hemet Unified School District, and Allegro Music. Mr. Valentine gave the City Council a powerpoint presentation. Last summer the City of Hemet experienced two black gang related homicides with multiple shootings. Mr. Valentine displayed pictures of gang members. Violence, drug abuse and sexual promiscuity is celebrated and glorified as a great lifestyle through hip-hop culture and music. Concern from local citizens and business owners motivated the Chamber of Commerce to address the social development of our growing black youth population. It was determined that we can attack gangs at their root by educating and protecting our school-age children. Currently we are training 20 African American students, who we hope will become peer leaders for our "Hip-Hop Business League". Our school is located at 136 N. Ramona Street (the old H.E.L.P. school site). We are teaching professionalism, professional skills is the only cure for the growth of gang culture. Commission sales positions, regardless of the fluctuating economy, are constant. We are also teaching New Media skills, Audio/video recording, social media marketing, graphics design, and web development are skills that are in growing demand. "Music Demo Tape Vol. 1" the first Hip-Hop Business League project is slated to be released this summer. All of the music is written and recorded by the students and is considered to be educational and family-friendly. The project is strategic in nature to educate, encourage positive behavior and serve as a fundraising tool as we continue to seek program sponsorship. Mr. Valentine played a sample of the music for the City Council.

**D'Angelo Hampton, Student representative for Valley Intervention**, since I have been in the program I have stayed out of trouble. This program is the best thing that ever happened to me.

**Felicia Hampton**, both of my sons are members of this program. D'Angelo's conduct has changed improved. I'm a working mom raising 4 children alone. I was one of those parents that didn't know where her kids were at night, now I do.

**Patti Drusky, Hemet-San Jacinto Chamber of Commerce**, thanked the City Council and the Hemet Police Department for their support. Ms. Drusky invited the City Council to visit the school site. There are over 50 people signed up through the "Big Serve" on Sunday, April 29, 2012 to work at the facility. The campus needs some work, we hope to expand this program. Currently, there are 20 males enrolled. Mr. Valentine will soon be promoting this program in the middle schools.

**Council Member Krupa**, for the first time different agencies and the residents of this valley are on the same page, trying to make things better. We all have the same goal, that is to save our neighborhoods and save our children. Council Member Smith once said that being a resident of a city is not a right, it is an obligation and a responsibility. We have a problem and together we can solve it. Council Member Krupa thanked Mr. Valentine and Ms. Drusky for their efforts.

**Council Member Smith**, thanked Mr. Valentine for his presentation and his passion. Ms. Drusky, you need to take this message wherever you go and remind people that they need to get involved.

**The City Council gave direction to staff to post the presentation on the City's website.**

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## **Closed Session**

### **Notice of Opportunity for Public Comment**

There were no comments presented at this time.

The City Council recessed to Closed Session at 6:09 p.m.

3. Conference with Labor Negotiators  
Pursuant to Government Code section 54957.6  
Agency designated representatives: City Manager Nakamura  
Employee organization: Hemet Police Officers Association
  
  4. Conference with Legal Counsel - Existing Litigation  
Pursuant to Government Code section 54956.9(a)  
Names of case: Inland Fair Housing & Mediation Board v. City of Hemet
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## **REGULAR SESSION**

**7:00 p.m.**

**City of Hemet Council Chambers  
450 E. Latham Avenue**

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### **Call to Order**

Mayor Youssef called the meeting to order at 7:08 p.m.

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### **Roll Call**

PRESENT: Council Members Franchville, Krupa, Smith and Mayor Youssef

ABSENT: Mayor Pro Tem Foreman

**Council Member Smith moved and Council Member Krupa seconded a motion to excuse Mayor Pro Tem Foreman. Motion carried 4-0.**

OTHER PRESENT: City Manager Nakamura, City Attorney Vail and City Clerk McComas

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### **Invocation**

The invocation was given by Michael Madrigal, Hemet-San Jacinto Interfaith Council.

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### **Pledge of Allegiance**

Pledge of Allegiance was led by Council Member Krupa.

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## City Attorney Closed Session Report

5. Conference with Labor Negotiators

Pursuant to Government Code section 54957.6

Agency designated representatives: City Manager Nakamura

Employee organization: *Hemet Police Officers Association*

**The City Council meet with the City's negotiator. There was no additional reportable action.**

6. Conference with Legal Counsel - Existing Litigation

Pursuant to Government Code section 54956.9(a)

Names of case: Inland Fair Housing & Mediation Board v. City of Hemet

**The City Attorney gave the City Council a status update on the case. There was no additional reportable action.**

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### Presentations

7. Proclamation proclaiming April 2012 at Donate Life Month

**Johh Beers, Donate Life**, thanked the donor families and told the City Council about his personal experience.

**Mayor Youssef**, read and presented a proclamation to Mr. Beers proclaiming April 2012 as Donate Life Month.

8. Proclamation proclaiming May 2012 as Mental Health Month

**Virginia Marshall and Savo Litvinov**, told the City Council about several events being conducted in the month of May in support of and to bring awareness about Mental Health.

**Mayor Youssef**, presented a proclamation to Ms. Marshall and Mr. Litvinov declaring May 2012 as Mental Health Month.

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### City Council Business Consent Calendar

9. **Recommendation by Mayor Youssef - Park Commission Appointment**

- a. Appoint Shellie Milne to Seat 3 on the Park Commission to fill an unscheduled vacancy with a term to expire April 2013.

10. **Recommendation by Council Member Krupa - Planning Commission Appointment**

- a. Appoint Greg Vasquez to Seat 1 on the Planning Commission in order to fill a term expiration. The two year term will expire April 2014.

11. **Approval of Minutes** - March 6, 2012

12. **Approval of Minutes** - March 13, 2012

13. **Receive and File** - Warrant Register
  - a. Warrant register dated April 5, 2012. Payroll for the period of March 19, 2012 to April 1, 2012 was \$606,426.72.
  
14. **Recommendation by City Manager** -At-Will Agreements for the Public Works Director, Deputy City Manager/Administrative Services Director and Assistant City Manager.

Approve at-will employment agreements for the positions of

  - a. Public Works Director with revised job description (Class Code 2115); and
  - b. Deputy City Manager/Administrative Services Director with new job description (Class Code 2109), which will be added to the Classification Manual; and
  - c. Assistant City Manager with revised job description (Class Code 2107); and
  - d. Authorize deletion of job descriptions for Public Works Operations Director (Class Code 2125) and Public Works Director/City Engineer (Class Code 2126).
  
15. **Recommendation by Engineering** - Notice of Completion - Well #13 Rehabilitation Project No. 5570
  - a. Accept this project; and
  - b. Instruct the City Clerk's Office to file a Notice of Completion with the County Recorder's Office. The 10% Retention and the Labor and Materials Bond will be released after the Notice of Completion is filed with the County Recorder's Office. The Performance Bond will be maintained for, and released after, a period of one year.
  
16. **Recommendation by Engineering** - Award of Bid for the South Buena Vista Waterline, City Project No. 5566
  - a. Award the contract to the lowest, responsive bidder, Scorpion Backhoe, Inc. for the South Buena Vista Waterline Project CIP 5566 in the amount of \$65,038, and reject all other bids; and
  - b. Authorize the City Manager to enter into a construction contract for the improvements; and
  - c. Establish budget in the amount of \$65,038 in Fund No. 571-5566-5500 for the cost of construction and \$10,000 in Fund No. 571-5566-2710 to geotechnical testing and surveying. Total cost of the project is \$75,038.
  
17. **Recommendation by Engineering** - Award of Bid for the Kimball Avenue Sanitary Sewer Replacement, City Project No. 5573
  - a. Award the contract to the lowest, responsive bidder, R.E. Schultz for the Kimball Avenue Sanitary Sewer Replacement CIP 5573 in the amount of \$34,214, and reject all other bids; and

- b. Authorize the City Manager to enter into a construction contract for the improvements; and
  - c. Establish budget in the amount of \$34,214 in Fund No. 254-5573-5500 for the cost of construction and \$10,000 in Fund No. 254-5573-2710 to geotechnical testing and surveying. Total cost of the project is \$44,214.
18. **Revised Mayor Appointment to the Former Hemet Redevelopment Agency Dissolution Oversight Board** - John Jansons, Community Investment Director
- a. Adopt a resolution replacing one member appointed by the Mayor to the Oversight Board of the Dissolved Hemet Redevelopment Agency.  
**(Resolution No. 4496)**

Item No. 14 was removed from the Consent Calendar. **Council Member Smith moved and Council Member Krupa seconded a motion to approve the remaining Consent Calendar items as presented. Motion carried 4-0.**

Item No. 14

**Council Member Krupa**, congratulated Kristen Jensen. Mr. Orme has earned my sincere thanks and trust that he can do this job. Council Member Krupa expressed concern over the definition and the duties for the Deputy City Manager/Administrative Services Director and asked if all this can actually be done by one person. There are a couple of duties that are not mentioned in either job description that Council Member Krupa wants to confirm will still be completed, Legislative Affairs and Public Information Officer.

**Brian Nakamura, City Manager**, reminded the City Council that the City at one time had over 450 employees and at this time have less than 290. The City also had 10 Departments and at this time there are 6. Government as we knew it has to be restructured. The City has endured a number of financial and budget pitfalls over the last couple of years and we finally have a surplus. That surplus is due to the direction from the City Council and the fact that staff has stepped up and taken on extra duties, some of those additional duties were voluntary. This has allowed us to consolidate Departments. This action makes the employees titles and jobs comparable to other cities. The City will continue to get information out, however, the information will be dispersed by the Departments that are effected.

**Mayor Youssef**, these employees are already doing these jobs. Ms. Conrad has assumed additional duties. Mr. Orme's new title will recognize him for the job that he is already doing. Hemet is one of the few cities that will report a reserve this fiscal year. Mayor Youssef thanked the entire Executive Team.

**Council Member Smith**, acknowledge these promotions and congratulated the employees. Mr. Nakamura, managing talented employees is not an easy task.

**Mr. Nakamura**, it is easy to manage this City with this talented staff.

**Council Member Krupa moved and Council Member Smith seconded a motion to approve this item as presented. Motion carried 4-0.**

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## **City Council acting as the Redevelopment Successor Agency Consent Calendar**

19. **Recommendation by Community Investment** - Second Recognized Obligation Payment Schedule (July 1 through December 31, 2012) Pursuant to AB X1 26
- a. Adopt a resolution approving the second recognized obligation payment schedule (for the time period between July 1 and December 31, 2012) pursuant to AB X1 26 **(Resolution No. 4497)**

**Council Member Franchville moved and Council Member Krupa seconded a motion to approve the Consent Calendar as presented. Motion carried 4-0.**

### **Communications From the Public**

**Seth Weinger, Harvard Cafe**, requested that the City Council recognized former Temecula Council Member Karel Lindemans. As a previous RCTC Commissioner Mr. Lindemans was instrumental in improving transportation in the community. Mr Weinger also commended Mayor Youssef on his State of the City address. Mr. Weinger recommended and encouraged the City Council and staff to focus the Hemet ROCS efforts toward Harvard Street, requesting increased police presence. Mr. Weinger told the City Council about a recent incident at his restaurant involving the Fire Department and complimented Chief Morris for his business friendly attitude. Chief Morris stated that getting the restaurant open was the first priority. That is how all of the City Departments should operate.

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### **Public Hearings**

20. **Proposed 2012-2013 Community Development Block Grant (CDBG) Annual Action Plan** - CDBG Coordinator Callahan
- a. Conduct a public hearing of the proposed 2012-2013 Community Development Block Grant (CDBG) Annual Action Plan; and
  - b. Approve the proposed 2012-2013 Community Development Block Grant (CDBG) Annual Action Plan; and
  - c. Authorize the City Manager to sign the Application for Federal Assistance SF-424 and Non-State Government Certifications required for submission of the 2012-2013 Annual Action Plan to the United States Department of Housing and Urban Development (HUD) on or before May 16, 2012.

**Carla Callahan, CDBG Coordinator**, at your February 28, 2012 and March 13, 2012 the recommendation for the 2012-2013 Program Year CDBG allocation and reprogramming of unexpended prior year CDBG funding were approved. These allocations were incorporated into the proposed 2012-2013 CDBG Annual Action Plan which was available for public review and comment for a period of 30 days as required by HUD.

**Mayor Youssef declared the Public Hearing opened at 7:48 p.m.**

**Bambi Tran, Grid Alternatives**, we are a non-profit organization that helps install solar systems in homes for low income families and gives volunteers an opportunity to learn the industry. Ms. Tran recommended that funding for this program be reconsidered.

**Michele Duarte, Grid Alternatives**, invited the City Council to attend "Solarthon". Over 200 Community Members will be there to provide 8 homes in San Jacinto with solar panels.

**Mayor Youssef declared the Public Hearing closed at 7:51 p.m.**

**Council Member Smith moved and Mayor Youssef seconded a motion to approve this item as presented. Motion carried 4-0.**

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## **Discussion/Action Items**

21. **City of Hemet Financial Policies and General Fund Reserves** - Finance Director Conrad

- a. Adopt a resolution approving City of Hemet Financial Policies for the City of Hemet and adopting guidelines for classifying the various components of fund balance as defined in Governmental Accounting Standards Board (GASB) Statement No. 54 (**Resolution No. 4498**); and
- b. Introduce, read by title only and waive further reading of an ordinance adding Division 7 "Reserve Fund Balance Requirements" to Article V "Finance" of Chapter 2 "Administration" of the Hemet Municipal Code.

**(Ordinance Bill No. 12-031)**

**Rita Conrad, Deputy City Manager/Administrative Services Director**, during the goal-setting workshop in November the City Council discussed the need to develop a reserve policy. There are two actions for consideration. A resolution that addresses budget policies, expenditure guidelines, GASB 54 requirements and reserve levels. The ordinance addresses types of budget reserves, level of reserve and authority to use reserve. A resolution provides flexibility to deal with changes in accounting policies and in setting financial priorities. The ordinance will provide a formal guideline for reserve amounts and uses and requires a formal procedure before reserves can be used or levels can be changed. The proposed ordinance will establish a minimum combined reserve level for General Fund at 35% of budgeted expenditures. For fiscal year 2011-2012 that represents approximately \$10.5 million. Government Finance Officers Association (GFOA) recommends a minimum of 2 months operating expenditures, or approximately 17% (currently would be approximately \$5.1 million). There are 3 categories of reserves: Emergency/Disaster; Economic Stabilization Reserve; and Working Capital Reserve. Emergency Disaster requires a minimum amount of 10% of budgeted expenditures. It would require a 4/5th vote of the City Council to be used. The use must meet the definition outlined in the ordinance. A plan to repay over a 2 year period will need to be established within 6 months of use. Economic Stabilization Reserve requires a minimum amount of 15% of budgeted expenditures. It would require a 4/5th vote of the City Council to be used. The use must meet the definition outlined in the ordinance. A plan to repay over a 1 year period will need to be established within 6 months of use. Working Capital Reserve

requires a minimum amount of 10% of budgeted expenditures. The Working Capital Reserve can be used throughout the year for cash-flow. The use must meet the definition outlined in the ordinance. If the level is not restored to beginning balance by the end of the fiscal year a plan needs to be established to replenish over a 1 year period. The proposed resolution will adopt recommendations for fund balance reporting per GASB 54 and general Operating Budget Policies. Some examples are the limit on the City Manager's approval to amend the budget, matching the City Manager's signing authority of \$50,000. Surpluses above the reserve requirements will first be considered to offset long-term liabilities. The budget will be structurally balanced by June 30<sup>th</sup>. The Revenue Policies will strive for diversified revenue streams, aim for cost recovery and only use one-time revenues for one-time expenditures. The Reserve Policy incorporates the levels recommended in the proposed ordinance.

**Mayor Youssef**, thanked Ms. Conrad and the city staff. In 2008, this is one of the things that the City Council wanted to complete, however, we didn't have the money at that time. It is important to make sure that future City Councils and staff do not have the ability to spend money freely. The 4/5 vote will ensure that. Mayor Youssef thanked the City Attorney's Office for their guidance. This a big step in securing the finances of the City. The City Council and staff discussed the requirement to have a balanced budget by June 30<sup>th</sup> and the ability or authorization to use reserves.

**Council Member Franchville moved and Mayor Youssef seconded a motion to adopt Resolution No. 4498. Motion carried 4-0.**

**Council Member Franchville moved and Council Member Smith seconded a motion to introduce, read by title only and waive further reading of Ordinance Bill No. 12-031. Motion carried 4-0.** The ordinance was read by title only.

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## City Council Reports

### 22. CITY COUNCIL REPORTS AND COMMENTS

#### A. Council Member Franchville

1. Riverside Transit Agency (RTA)
2. Airport Land Use Commission (ALUC)
3. League of California Cities
4. Autism Task Force

#### B. Council Member Krupa

1. Library Board
2. Traffic and Parking Commission
4. Riverside County Habitat Conservation Agency (RCHCA)
5. Riverside Conservation Authority (RCA)
6. Ramona Bowl Association

**Council Member Krupa**, the opening weekend of the Ramona Pageant went well. April 28<sup>th</sup> is the VIP Reception.

7. Indian Gaming Distribution Fund

**Council Member Krupa**, it is rumored that the State will not be funding the Indian Gaming Distribution this year.

**Mark Orme, Assistant City Manager**, the City submitted an application as if it will be funded. We will have to wait and see what the State decides. We have done our due diligence.

8. Hemet ROCS Citizens Advisory Committee (CAC)

**Council Member Krupa**, ridership has increased on the RTA buses. They have installed Wi-fi on the student and commuter buses.

**Council Member Krupa**, attended the presentation at Diamond Valley Lake regarding the proposed higher education campus. The project is focused around MWD's needs. It was suggested that Hemet be included in the project/development name.

**Council Member Smith**, noted that there was a contingency there from Japan and China, as well as developers that are interested in the project.

C. Council Member Smith

1. League of California Cities
2. Riverside County Transportation Commission (RCTC)
3. Planning Commission
4. Public Safety Update
5. National League of Cities
6. Hemet ROCS Citizens Advisory Committee (CAC)

D. Mayor Pro Tem Foreman

1. Park Commission
2. Indian Gaming Distribution Fund

E. Mayor Youssef

1. Western Riverside Council of Governments (WRCOG)
2. Riverside County Transportation Commission (RCTC)

F. Ad-Hoc Committee Reports

- \_\_\_\_\_ 1. Hemet ROCS Executive Advisory Committee
- \_\_\_\_\_ 2. Special Events Ad-Hoc Committee

\_\_\_\_\_ G. Town Hall Meetings

H. City Manager Nakamura

1. Manager's Reports
  2. Ramona Pageant - April 21, 22, 28, 29 and May 4.
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## **Future Agenda Items**

There were no future agenda items requested at this time.

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## **Adjournment**

Adjourned at 8:34 p.m. to Tuesday, May 8, 2012 at 7:00 p.m.