



AGENDA

REGULAR MEETING OF THE HEMET CITY COUNCIL

November 12, 2013

5:00 p.m.

Hemet Public Library Upstairs
300 E. Latham Avenue

www.cityofhemet.org

Please silence all cell phones

**Notice: Members of the Public attending shall comply with the Council's adopted Rules of Decorum in Resolution No. 4545. A copy of the Rules of Decorum are available from the City Clerk.*

Call to Order

Roll Call

ROLL CALL: Council Members Krupa, Milne and Wright, Mayor Pro Tem Smith and Mayor Youssef

Closed Session

Notice of Opportunity for Public Comment

Members of the Public may comment upon any identified item on the closed session agenda. Since the Council's deliberation on these items is confidential the City Council and City Staff will not be able to answer or address questions relating to the items other than procedural questions. At the conclusion of the closed session, the City Attorney will report any actions taken by the City Council which the Ralph M. Brown Act required to be publicly reported.

1. Conference with Labor Negotiators
Pursuant to Government Code section 54957.6
Agency designated representatives: *Interim City Manager Bradley*
Employee Organizations:
Hemet Non-Sworn Police Employees Association
Hemet Fire Fighters Association
Hemet Police Management Association
Hemet Mid-Managers Association
Confidential Personnel
 2. Conference with Legal Counsel - Anticipated Litigation
One matter of significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) & (3)
 3. Conference with Legal Counsel - Existing Litigation
Pursuant to Government Code section 54956.9(d)(1)
Names of case: *Mercury Casualty Insurance v. City of Hemet*
RIC: INC 084323
-

REGULAR SESSION

6:00 p.m.

Hemet Public Library Upstairs

300 E. Latham Avenue

Call to Order

Roll Call

ROLL CALL: Council Members Krupa, Milne and Wright, Mayor Pro Tem Smith and Mayor Youssef

Invocation

Pledge of Allegiance

City Attorney Closed Session Report

4. Conference with Labor Negotiators
Pursuant to Government Code section 54957.6
Agency designated representatives: *Interim City Manager Bradley*
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Pursuant to Government Code section 54956.9(d)(1)
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RIC: INC 084323
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City Council Business

Notice to the Public

The Consent Calendar contains items which are typically routine in nature and will be enacted by one motion by the Council unless an item is removed for discussion by a member of the public, staff, or Council. If you wish to discuss a Consent Calendar item please come to the microphone and state the number of the item you wish to discuss. Then wait near the lecture. When the Mayor calls your turn give your last name, and address, then begin speaking. You will have three minutes at that time to address the Council.

Consent Calendar

7. **Approval of Minutes** – October 22, 2013
 8. **Receive and file** – Warrant Registers
 - a. Warrant registers dated October 17, 2013 and October 31, 2013. Payroll for the period of September 30, 2013 to October 13, 2013 was \$630,242.03 and October 14, 2013 to October 27, 2013 was \$588,102.18.
 9. **Recommendation by Fire Department** – 2014 Homeland Security Grant Program
 - a. Accept the grant approved by the California Emergency Management Agency (CalEMA) for the Riverside County Homeland Security Grant Program (HSGP) awarded to the City of Hemet for the Community Emergency Response Team (CERT) Program in the amount of \$14,055.00; and
 - b. Approve expenditure of funds to purchase a Contract Trainer, supplies and equipment to support the City of Hemet, Fire Department 2014 CERT Program.
 10. **Recommendation by Fire Department** – FY 2013 Emergency Management Performance Grant (EMPG) Award
 - a. Accept the grant approved by the California Emergency Management Agency (CalEMA) for the Riverside County's FY13 Emergency Management Performance Grant Program in the amount of \$24,614.00; and
 - b. Approve expenditure of funds to purchase supplies and equipment, and to fund the current Emergency Services Coordinator (50% of the salary) to support the City of Hemet, Fire Department 2013/2014 Emergency Services program.
 11. **Recommendation by Public Works** – Park Commission Recommendations from September 30, 2013 and October 28, 2013
 - a. Tree Removal Request: 214 E. Kimball Avenue – Ash (1)
Recommendation to approve, replace and schedule installation of drive approach
 - b. Tree Removal Request: 600 Snead Drive – Ash (1)
Recommendation to approve and replace with Crape Myrtle
 - c. Tree Removal Request: 650 Seville Drive – Magnolia (1) & Camphor (1)
Recommendation to deny request; schedule tree for trim and lift
 - d. Tree Removal Request: 1480 W. Mayberry Avenue – Magnolia (1)
Recommendation to deny request; schedule tree for trim and lift
 - e. Tree Removal Request: 641 Brisbane Street – Ash (1)
Recommendation to approve and replace
 - f. Tree Removal Request: 516 Opal Street – Ash (1)
Recommendation to approve and replace
 - g. Tree Removal Request: 1351 Basswood Way – Magnolia (2)
Recommendation to approve (1) and replace; recommendation to deny (1)
 - h. Tree Removal Request: 1013 Ivy Street – Ash (1)
Recommendation to approve and replace
-

Discussion/Action Item

12. **Selection of Fire and Paramedic Service Levels for the City of Hemet –**
Interim City Manager Bradley
1. Establishing that the City shall provide to the public the level of fire, emergency, medical, and related services described in County Fire Option # 1; and
 2. Authorize the City's Labor Negotiator to continue to meet and confer with the Hemet Fire Fighters' Association (HFFA) regarding:
 - (a) the effects of any City decision to implement its newly established service levels described in County Fire Option #1,
 - (b) the decision and the effects, if any, of the City potentially contracting with Riverside County Fire to provide the newly established service levels described in Riverside County Fire Option #1,
 - (c) the effects, if any, of the City's potential decision to contract with Riverside County Fire's to provide interim Fire Management services referenced in Citygate recommendation No. 2,
 - (d) the City's decision and effects, if any, to provide transition benefits to current employees if the City decides to contract with Riverside County Fire to provide the City's newly established service levels for fire, emergency, medical, and related services as described in County Fire Option #1, and
 - (e) any other matters within the scope of representation under the Meyers, Milias, Brown Act (MMBA); and
 3. Authorize the City Manager and City Attorney to enter into negotiations with Riverside County Fire concerning the terms and conditions of a potential agreement with Riverside County Fire to provide fire, emergency medical, and related services to the City of Hemet at the service level described in County Fire Option #1, including the terms for hiring of existing Hemet Fire Department personnel; and
 4. Authorize the City Manager to negotiate the terms and conditions under which Riverside County Fire would provide interim Fire Management services to the Hemet Fire Department while the City and Riverside County Fire negotiate that agreement referenced in recommendation No. 1.; and
 5. Authorize the City Manager and Interim Fire Chief to procure the training necessary for Hemet Fire Fighters who currently hold a California Paramedic License to obtain paramedic certification from Riverside County Emergency Medical Services (EMS).

Council will not make a final decision on any agreement to implement the service levels described in Riverside County Option #1 until the City's negotiations with the Hemet Fire Fighters' Association and the City's negotiations with Riverside County Fire have been completed. Any final decision by the City Council, will be undertaken at a subsequent noticed public meeting.

Communications from the Public

Anyone who wishes to address the Council regarding items not on the agenda may do so at this time. As a courtesy, please complete a Request to Speak Form found at the City Clerk's desk. Submit your completed form to the City Clerk prior to the beginning of the meeting. Presentations are limited to three minutes in consideration of others who are here for agenda items. Please come forward to the lectern when the Mayor calls upon you. When you are recognized, you may proceed with our comments.

****Notice: Members of the Public attending shall comply with the adopted Rules of Decorum in Resolution No. 4545. A copy of the Rules of Decorum are available from the City Clerk.***

State law prohibits the City Council from taking action or discussing any item not appearing on the agenda except for brief responses to statements made or questions posed by the public. In addition, they may, on their own initiative or in response to questions posed by the public, ask a question for clarification, provide a reference to staff or other resources for factual information, or request staff to report back to them at a subsequent meeting. Furthermore, a member of the City Council or the Council itself may take action to direct staff to place a matter of business on a future agenda.

City Council Reports

13. CITY COUNCIL REPORTS AND COMMENTS

A. Council Member Krupa

1. Traffic and Parking Commission
2. Riverside Conservation Authority (RCA)
3. Ramona Bowl Association
4. Indian Gaming Distribution Fund
5. Riverside Transit Agency (RTA)
6. Watermaster Board

B. Council Member Milne

1. Library Board
2. League of California Cities
3. Riverside County Habitat Conservation Agency (RCHCA)
4. Riverside Transit Agency (RTA)
5. Riverside Conservation Authority (RCA)

C. Council Member Wright

1. Park Commission
2. Planning Commission
3. Indian Gaming Distribution Fund
4. Riverside County Habitat Conservation Agency (RCHCA)
5. Ramona Bowl Association

- D. Mayor Pro Tem Smith
 - 1. League of California Cities
 - 2. Riverside County Transportation Commission (RCTC)
 - 3. Western Riverside County of Governments (WRCOG)
 - 4. Public Safety Update
 - 5. National League of Cities

 - E. Mayor Youssef
 - 1. Western Riverside County of Governments (WRCOG)
 - 2. Riverside County Transportation Commission (RCTC)
 - 3. Disaster Planning Commission

 - F. Ad-Hoc Committee Reports
 - 1. Crime Stoppers Plus Ad-Hoc Committee
 - 2. West Hemet MSHCP Ad-Hoc Committee

 - G. Interim City Manager Bradley
 - 1. Manager's Reports
-

Continued Closed Session

City Attorney Continued Closed Session Report

Future Agenda Items

If Members of Council have items for consideration at a future City Council meeting, please state the agenda item to provide direction to the City Manager.

Adjournment

Adjourn to Tuesday, December 10, 2013 at 7:00 p.m. for consideration of items placed on that agenda. The next regular meeting will be held January 14, 2014.

Staff reports and other disclosable public records related to open session agenda items are available at the City Clerk's Office or at the public counter located at 445 E. Florida Avenue during normal business hours.



#7

MINUTES

REGULAR MEETING OF THE HEMET CITY COUNCIL

October 22, 2013

5:30 p.m.

City of Hemet Council Chambers
450 E. Latham Avenue

www.cityofhemet.org

Please silence all cell phones

Call to Order

Mayor Youssef called the meeting to order at 5:35 p.m.

Roll Call

PRESENT: Council Members Krupa, Milne, Wright and Mayor Youssef

ABSENT: Mayor Pro Tem Smith

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

Eric Vail, City Attorney, Item No. 1 was placed on the agenda as a place holder. The City's Negotiating Team does not need to meet with the City Council at this time.

Work Study

Discussion regarding these items, with possible direction to staff

1. Update of Riverside County's Emergency Medical Services and the projected impact from Federal & State influences - Bruce Barton, Director of Riverside County EMS

This item was not discussed at this time.

Recessed briefly at 5:38 p.m.

Reconvened at 5:46

2. Year End Fiscal Year 2012/2013 and Fiscal Year 2013/2014 Budget Update - Rita Conrad, Deputy City Manager/Administrative Services Director

Rita Conrad, gave the City Council a preliminary year-end report for FY 2012-13. Ms. Conrad described the reports distributed to the City Council. FY 2012-13 ended with approximately \$563,561 more in the General Fund Balance than most recent estimates used during the budget process. The total General Fund Balance at June 30, 2013 is now \$15,608,661. The General Fund revenues are \$336,535 (approximately 1% higher) than 3rd quarter estimates. The total General Fund expenditures are approximately \$197,030 less than 3rd quarter estimates. FY 2012-13 Property Tax was \$320,000 more than last estimate (4.57% higher). Property tax total is \$7.3 million. Of this, \$1.5 million is one-time that we will not see in the current fiscal year (RDA residual). Sales tax was \$148,763 more than last estimate (1.49% higher). Total Sales Tax categories for FY 2012-13 were \$10.1 million. Community Development Revenue was about 11.53% higher than last estimate (\$180,246). Increase overall in various permits. Building Permits are about 13% higher than 3rd quarter estimate (\$68,068). Charges for Services category was about 21% less than 3rd quarter estimate

(\$87,250 less than expected). Most departments were on target with their budgets overall. 3rd quarter estimate projected Engineering to be \$91,700 over budget. Actuals put them \$177,000 over budget (about \$85,300 more). This was due to the change in recording time for capital improvement projects. The Police Department had a savings of approximately \$72,599 over adopted budget. 3rd quarter estimate was that Police would have savings of approximately \$115,300. 3rd quarter estimate was about 0.29% less than actuals. The Fire Department is approximately \$246,721 over original budget. 3rd quarter estimate was that Fire would be approximately \$64,000 over budget. 3rd quarter estimate was about 1.93% less than actuals (\$181,800). City Manager's Office ended the fiscal year with \$73,842 more in savings than 3rd quarter estimate primarily due to carryovers for legislative advocacy efforts not occurring. These items have been re-budgeted in FY 2013-14. Most funds ended on target with 3rd quarter estimates. Refuse Fund has a remaining balance of almost \$4.3 million. Water revenues are about \$195,000 less than 3rd quarter estimates. The Public Safety CFD continues to decline started with a deficit of \$1.3 million and now it is down to \$1.1 million. About \$850,000 in excess internal service fund balances were used as a budget balancing measure in FY 2012-13. Ms. Conrad gave the City Council a budget update for FY 2013-14. The FY 2013-14 has only been updated for budget adjustments approved by the City Council. Revenue and expenditure estimates will be revised during the Mid-Year review process when more information is available. The City Council recently approved the following increases to the General Fund budget: \$21,000 for Tourism Program; \$49,800 for federal advocacy services; \$45,000 for state advocacy; \$124,000 SEIU Contract; and \$344,400 HPOA & HPMA. Estimated ending fund balance at June 30, 2014 was \$10,522,800. It is now estimated to be \$10,501,961 including a reduction of \$584,400 in new appropriations and the addition of \$563,561 additional savings/revenue from prior year. It looks like sales tax and property tax are coming in higher than projected. There are good strong signs of improvement.

Mayor Youssef, complimented Ms. Conrad for the continued conservative estimates. Mayor Youssef asked if the Fire Department is over budget because of the \$250,000 offset.

Ms. Conrad, the budget was amended by the approved \$250,000. This overage is above that.

Mayor Youssef, asked if the City will continue to see an increase in property tax due to the dissolution of RDA.

Ms. Conrad, the ongoing increase in Property Tax will be \$800,000.

The City Council recessed at 6:00 p.m. to the Regular Session.

Closed Session

3. Conference with Labor Negotiators

Pursuant to Government Code section 54957.6

Agency designated representatives: Interim Assistant City Manager Thornhill

Employee organization:

Hemet Fire Fighters Association (HFFA)

Hemet Police Management Association (HPMA)

Hemet Mid-Managers Association (HMMA)

This item was not discussed at this time.

REGULAR SESSION

7:00 p.m.

City of Hemet City Council Chambers
450 E. Latham Avenue

Call to Order

Mayor Youssef called the meeting to order at 7:00 p.m.

Roll Call

PRESENT: Council Members Krupa, Milne, Wright and Mayor Youssef

ABSENT: Mayor Pro Tem Smith

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

OTHERS PRESENT: Interim City Manager Bradley, City Attorney Vail and City Clerk McComas

Invocation

Invocation was given by Jan DeSpain, Hemet-San Jacinto Interfaith Council

Pledge of Allegiance

Pledge of Allegiance was led by Council Member Milne

City Attorney Closed Session Report

4. Conference with Labor Negotiators
Pursuant to Government Code section 54957.6
Agency designated representatives: *Interim City Manager Bradley*
Employee organization:
Hemet Fire Fighters Association (HFFA)
Hemet Police Management Association (HPMA)
Hemet Mid-Managers Association (HMMA)

This item was not discussed at this time.

Presentation

5. Proclamation to the Hemet-San Jacinto Genealogy Society Proclaiming Saturday, October 26, 2013 as Hemet Heritage Day
Mayor Youssef, presented and read a proclamation proclaiming Saturday, October 26, 2013 as Hemet Heritage Day.
Evalyn Demeaux, Hemet-San Jacinto Genealogy Society, announced and invited the Council to attend the event. The program will be held from 9:00 to 4:00 p.m. at the Hemet Public Library.

6. Presentation to 412 Church and Participants of "Clean & Green, Twenty-Thirteen"

Mayor Youssef, I had a wonderful time participating. Nice to see 412 Church and many community members participate. Mayor Youssef thanked the sponsors that helped with this successful event.

Gary Thornhill, Interim Assistant City Manager, this was not a City event, this was a community event. The 412 Church spearheaded this event with other community partners such as the Hemet-San Jacinto Chamber of Commerce. Mr. Thornhill thanked the Mayor and Council Members who attended. Mr. Thornhill also thanked Mayor Bartel and Shellie Martin from Raul Ruiz's office. Mr. Thornhill acknowledged and thanked the City of Hemet staff members that help with the planning, organizing and assisted the day of the event. They were: Charles Russell, Robert Olivas, Daniel Borges, Alan Alejo, Tommy Rodrigues, Josh Martinez, Tim Orozco, Daniel Torres, Branden DeJongh, Kris Jensen, Laurie Knotek, Carla Callahan, Kathleen Aguilar, John Jansons and Tim Darden along with Interns Eric McBride and Marcos Palacios. Mr. Thornhill thanked Chief Brown and the Hemet Police Officers and Volunteers who participated. Pictures of the event and the results were displayed. Mr. Thornhill gave special recognition to the 412 Church and their team of volunteers.

Mayor Youssef, this church has made it clear that their participation was not just a one-time occurrence for their congregation. They are imbedded into this community.

Pastor Layne Livingston, 412 Church, thanked the City and the community for participating in this successful event. Even though the 412 Church is located in San Jacinto 50% of our congregation lives in Hemet. The congregation was excited when we announced this event and anxious to do it again.

Mr. Thornhill, recognized all of the sponsors of the event and presented Certificates of Appreciation to those in attendance.

412 Church, Pastor Tom Hughes, Executive Pastor Layne Livingston and Assistant to the Pastor Steve Kalmikov

CR&R Environmental Services

Southern California Landscaping Supply

Jeff Stone, Riverside County 3rd District Supervisor

Chase Bank

Rabobank

Gaudamuz Chiropractic

Cagliero Nursery

Beleza Marketing Promotional Products

Hemet San Jacinto Chamber of Commerce

Hemet San Jacinto Valley Green Coalition

Hemet Farmer's Market

Eastern Municipal Water District

After 5 Lounge

Supervisor Stone, honored to work with a great spirited community. Things like this will make Hemet shine.

The City Council recessed briefly at 7:20 p.m.

Reconvened at 7:23 p.m.

City Council Business Consent Calendar

7. **Approval of Minutes** – October 8, 2013
8. **Receive and File** – Investment Portfolio as of August 2013
9. **Receive and File** – Warrant Registers
 - a. Warrant registers dated October 2, 2013 and October 3, 2013. Payroll for the period of September 16, 2013 to September 29, 2013 was \$647,253.06.
10. **Recommendation by Police** - 2013 CA Office of Traffic Safety – Selective Traffic Enforcement Grant
 - a. Accept the 2013/14 California State Office of Traffic Safety (OTS) Grant in the amount of \$96,337. Upon receipt of award, direct the Finance Department to establish an expenditure account and budget for the grant performance period.
11. **Recommendation by Police** - 2013 U.S. Department of Justice, Community Oriented Policing – “Gun Violence Reduction” Hiring Grant
 - a. Accept and approve 2013 US-DOJ Community Oriented Policy, “Gun Violence Reduction” Hiring Grant in the amount of \$250,000 toward the salary and benefits of two additional police officers over 3 years; and
 - b. Pursuant to approval, authorize the Interim City Manager to execute the grant agreement with the US-DOJ COPS Office and the Deputy City Manager/ Administrative Services Director to establish appropriate revenue and expenditure accounts.
12. **Recommendation by Police** - Purchase of Police Motorcycles
 - a. Approve the purchase of four fully-outfitted 2013 Honda police motorcycles with budgeted funds in the amount of \$82,546.24, with an offset for the sale of the department’s old motorcycles; and
 - b. Authorize the Interim City Manager to approve Purchase Orders in support of purchase.
13. **Recommendation by Engineering** – Termination of Subdivision Improvement Agreement with Hemet Associates, LLC and Acceptance of Subdivision Agreement with Strata Hideaway, LLC, – Tract Map No. 24147-1, north side of Fruitvale Avenue, between Palm Avenue and State Street
 - a. Approve the termination of the Subdivision Agreement between Hemet Associates, LLC and the City of Hemet, and release of the corresponding bonds and monumentation deposit; and
 - b. Authorize the City Manager to execute a new Subdivision Improvement Agreement, between Strata Hideaway, LLC and accept the corresponding new securities; and
 - c. Authorize the City Clerk to process the Termination, and Subdivision Agreements for recordation with the Riverside County Recorder’s Office.

14. **Recommendation by Engineering** – Termination of Subdivision Improvement Agreement with Hemet Associates, LLC and Acceptance of Subdivision Agreement with Strata Hideaway, LLC – Tract Map No. 37196, north side of Fruitvale Avenue, between Palm Avenue and State Street
 - a. Approve the termination of the Subdivision Agreement between Hemet Associates, LLC and the City of Hemet, and release of the corresponding bonds and monumentation deposit; and
 - b. Authorize the City Manager to execute a new Subdivision Improvement Agreement, between Strata Hideaway, LLC and accept the corresponding new securities; and
 - c. Authorize the City Clerk to process the Termination, and Subdivision Agreements for recordation with the Riverside County Recorder’s Office.

15. **Recommendation by Engineering** – Safe Routes to School Project CIP No. 5548, Intersection Improvements at Menlo Avenue and Cawston Avenue
 - a. Award the contract to the lowest, responsive bidder, PTM General Engineering Services, for the Safe Routes to School Project, CIP 5548 Intersection Improvements at Menlo Avenue and Cawston Avenue in the amount of \$554,331, and reject all other bids; and
 - b. Authorize the Interim City Manager to enter into a construction contract for the improvements; and
 - c. Establish budget in the amount of \$554,331 in Fund No. 329-5548-5500 for the cost of construction, \$25,000 for surveying and geotechnical engineering and \$40,000 in Fund No. 329-5548-2710, various accounts for staff design, administration costs, construction engineering and inspection costs, totaling \$619,331.

16. **Recommendation by Engineering** – Installation of Banners across Florida Avenue
 - a. Assistance League of Hemacinto – Seeking Volunteers
 - b. 1st Baptist Church – Christmas Celebration, December 13, 14, 15, 20, 21, and 22

Item Nos. 11 and 14 were removed from the Consent Calendar. **Council Member Wright moved and Council Member Milne seconded a motion to approve the remaining Consent Calendar items. Motion carried 4-0.**

Item No. 11

Dave Brown, Police Chief, the incorrect application was included in the agenda packet. The correct was has been distributed.

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

Item No. 14

Council Member Wright, asked if this action changes project density.

Jorge Biagioni, confirmed that there have been no modifications to the original recorded maps. This action is only to record the new project owners.

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

Public Hearing

17. **Housing and Community Development Needs; and Citizen Participation Plan**
– CDBG Coordinator Callahan
 - a. Conduct a public hearing on housing and community development needs with regard to the Community Development Block Grant (CDBG) program and proposed City of Hemet Citizen Participation Plan; and
 - b. Approve the proposed City of Hemet Participation Plan for submission to the U.S. Department of Housing and Urban Development (HUD); and
 - c. Provide direction to staff for evaluating CDBG funding requests for the 14/15 program year.

Carla Callahan, CDBG Coordinator, the 15-day review and public comment period was noticed. No public comments were received. The proposed plan requires an additional public hearing to consider any comments from citizens, public agencies, and other interested parties on housing and community development needs in Hemet. Included in the Citizen Participation Plan is the annual directive from the City Council establishing a process for evaluating funding request for the upcoming program year. Staff is recommending that the City Council conduct a public hearing and approve the proposed City of Hemet Citizen Participation Plan for submission to the U.S. Department of Housing and Urban Development. Staff is requesting direction regarding the process for evaluating CDBG funding requests for the 14/15 program year.

Mayor Youssef declared the Public Hearing opened at 7:30 p.m.

Jim Lineburger, The Community Pantry, explained the services that are provided by The Community Pantry. There is a misconception that agencies such as The Community pantry bring homeless and residents in need to the Valley. It is an honor to help them. Mr. Lineburger recommended that the City Council reinstate the funding. The Community Pantry is thankful that funds were granted for the Water Bill program. The Community Pantry has a partnership with SJUSD to help provide food to school age children. Mr. Lineburger expressed concern with proposed AB5.

Mayor Youssef declared the Public Hearing closed at 7:39 p.m.

Council Member Krupa, suggested that the Ad-Hoc Committee include a couple of community Members.

Mayor Youssef, recommended that the City Council duplication last year's successful process. The Ad-Hoc Committee should be Council Members Krupa and Milne.

Council Member Krupa moved and Council Member Milne seconded a motion to approve this item as presented and direct staff to duplicate last year's process for evaluating CDBG funding requests. Motion carried 4-0.

Discussion/Action Item

18. **City Film Permit Process to Create Film Industry Incentives** – John Jansons, Community Investment Director
 - a. Authorize staff to proceed with amending the City's regulations, permits and fees for motion picture and television productions as outlined in City Council Resolution No. 2843 and pursuant to Ordinance No. 1393 to create a "film" permit incentive as recommended.

John Jansons, Community Investment Director, Riverside County's recently adopted Ordinance has made the news. The City of Hemet has been working on this process for some time. Since 2011, the City of Hemet has actively engaged the Inland Empire Film Commission to express the City's interest in increased film production in Hemet. Hemet has been the site of film, television commercials and video productions including: automobile commercials, YouTube videos, and the feature film Seabiscuit. Recent increase cooperation with the IEFC has included meetings, tours of the City, and the preparation of an inventory of sites and locations of interest for filming and entertainment industry productions in Hemet and the San Jacinto Valley. The City Council directed staff to prepare information for the City Council to consider adopting incentives similar to Riverside County for film production in Hemet. Staff is seeking direction to prepare a new Resolution that would replace Resolution No. 2843 to create the following incentives: Eliminate the City's current film permit fee of \$250 per day to align with the no cost permits now offered by the County of Riverside; When approved by City Manager, allow filming at City-owned facilities and properties at no cost; Name the City Manager or his/her designee as the signatory for all city film permits; and Contract with the Inland Empire Film Commission as a "one stop" and contact to the film industry providing industry leads, liaison services and permit assistance. The County of Riverside is still in the process of deciding how to handle the proposed waiver of Transit Occupancy Tax (TOT). TOT is an unrestricted General Fund tax. A possible rebate based program can be considered to not place the burden on the hotel owners. Staff is recommending more time to look at options. At this time staff is seeking direction from the City Council to begin working with the City Attorney's office on prepare the necessary documents.

Mayor Youssef, the waiver of TOT is an essential part of the incentives. Continue to work with the County of Riverside to see how they will handle the waiver.

Mr. Jansons, suggested that a threshold be created. The time to calculate the waiver and/or rebate for two film crew members to rent two beds for two nights will cost more than the actual waiver.

Council Member Krupa moved and Council Member Wright seconded a motion to authorize staff to proceed with amending and preparing the necessary documents ad look into a TOT reimbursement process. Motion carried 4-0.

19. Neighbor's Nite Out – Wiggs Mendoza, Green Coalition

Discussion regarding this item, with possible direction to staff

Wiggs Mendoza, Green Coalition, gave the City Council a presentation regarding the proposed "Neighbor's Nite Out" program. The program confines the project within three neighborhood blocks for easier management. The proposed project will be for a trial period of 6 months. The objective is to get residents involved within the confines of their neighborhood/homes. This program will serve as a demo project for the City. Hopefully it will evolve, develop, take roots and grow. This is a great excuse for neighbors to reach out to each other and create social bonds, making their neighborhood and community stronger. It will allow citizens to work alongside public safety officers to curb neighborhood crime, gang and drug activity. The Green Coalition has organized the first "Neighbors Nite Out" on Sunday, November 3rd. We hope to recruit "volunteer host" in neighborhoods. Presence from Hemet ROCS and Hemet Police Department would be welcome. The activity will be held from 4 to 7:00 p.m. The Green Coalition is hopeful that this program will end with a pre-summer Valley Wide Neighbor's Nite Out. This program will be presented to the City of San Jacinto soon. Of course to keep this going, funding and support from the cities will be necessary.

Council Member Milne, this will be community generated. It will be great opportunity for residents to see that the Police Officers can come in your neighborhood for good. Council Member Milne is having a Neighbor's Nite Out in her neighborhood.

Council Member Krupa, this is a great idea.

Mayor Youssef, asked if the Green Coalition is seeking assistance from the City, other than the participation from the Police Department.

Council Member Milne, there is a desire to extend the program. The Green Coalition is hoping that the private sector will step up with donations.

Chief Brown, delighted to hear about this program. This is Community Policing and a big part of what we do. The Officer's that work the area will be asked to go by and meet the neighbors.

Eric Vail, City Attorney, noted that the presentation includes the City Seal and asked if the City Council is OK with the Green Coalition using the City Seal on flyers advertising this program or these events.

The City Council gave direction to staff to support the Green Coalition's Neighbor's Nite Out program and allowed the use of the City Seal.

Mr. Vail will work with Wiggs Mendoza on the use the Seal.

Communications from the Public

Mary Lucas, Assistance League of Hemacinto, invited the City Council and the Community to attend their first Open House and Customer Appreciation Saturday, November 16th from 9:00 to 2:00 p.m. The Assistance League Thrift Shop funds support "Operation School Bell". in the community.

Bobbie Christie, Hemet, spoke in support of Hemet Fire Department. Ms. Christie explained recent situations where Hemet Fire Department has been the first on scene to assist her son because the Firefighters and dispatchers know the City. Ms. Christie expressed concern that CalFire will raise the rates and the City Council will have no control.

Mona Groff, Hemet, I am a proud member of the Hemet ROCS Volunteer Code Enforcement. I see the wonderful things that the City is doing and want to part of the team that is cleaning it up.

Mayor Youssef excused himself at 8:24 p.m.

Abraham Andaya, Hemet, told the City Council about the loss of his wife and her medical issues. Mr. Andaya expressed concern with the medical care that she received.

Andy Anderson, Interim CEO Chamber, invited the City Council to attend the Harvest Fest on Saturday, October 26th. The Chamber is partnering with the Farmer's Market and the Hemet Historical Theater. This event will support the valley's local businesses and a chance to enhance the quality of life.

Bob Righetti, Diamond Valley Arts Council, announced that Casey Abrams is coming back on November 16th. Lee Rocker and the Stray Cats on December 7th. Mr. Righetti also invited the City Council to visit the DVAC's new Arts Center.

Lori VanArsdale, Hemet, asked that the "Communications from the Public" be moved to the beginning of the meeting.

City Council Reports

20. CITY COUNCIL REPORTS AND COMMENTS

A. Council Member Krupa

1. Traffic and Parking Commission
2. Riverside Conservation Authority (RCA)
3. Ramona Bowl Association
4. Indian Gaming Distribution Fund
5. Riverside Transit Agency (RTA)
6. Watermaster Board

Council Member Krupa, appreciated the support for all of the great events that took place over the weekend.

Council Member Krupa, the Integrated Regional Water Management Plan is trying to formulate a comprehensive water plan. The report will include ideas and suggestions to better manage local water resources.

B. Council Member Milne

1. Library Board
2. League of California Cities
3. Riverside County Habitat Conservation Agency (RCHCA)
4. Riverside Transit Agency (RTA)
5. Riverside Conservation Authority (RCA)

Council Member Milne, read a letter received by the Hemet Public Library regarding a Hemet Library Card found in Albury, Australia.

C. Council Member Wright

1. Park Commission
2. Planning Commission
3. Indian Gaming Distribution Fund
4. Riverside County Habitat Conservation Agency (RCHCA)
5. Ramona Bowl Association

Council Member Wright, attended the Regional Water meeting and Clean and Green Twenty Thirteen. Council Member Wright also attended the academy graduation for two of the City's new Officers.

D. Mayor Pro Tem Smith

1. League of California Cities
2. Riverside County Transportation Commission (RCTC)
3. Western Riverside County of Governments (WRCOG)
4. Public Safety Update
5. National League of Cities

E. Mayor Youssef

1. Western Riverside County of Governments (WRCOG)
2. Riverside County Transportation Commission (RCTC)
3. Disaster Planning Commission

F. Ad-Hoc Committee Reports

1. Crime Stoppers Plus Ad-Hoc Committee
2. West Hemet MSHCP Ad-Hoc Committee

G. Interim City Manager Bradley

1. Manager's Reports
2. Appoint a Representative to the Southwest Riverside Autism Task Force

The City Council appointed Council Member Milne to serve on the Task Force.

3. Voting Delegate and Alternate for the National League of Cities Annual Business Meeting, November 16, 2013

Ron Bradley, acknowledged Gary Thornhill and Eric McBride for their efforts on putting the clean up together.

Ron Bradley, the meeting on November 12th will begin at 6:00 p.m. and be held at the Library.

Future Agenda Items

There were no future agenda items requested at this time.

Adjournment

Adjourned at 8:43 p.m. to Tuesday, November 12, 2013 at 6:00 p.m. at the Hemet Public Library Upstairs.



Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Rita Conrad, Deputy City Manager/Administrative Services;
Ronald E. Bradley, Interim City Manager *REB*

DATE: November 12, 2013

RE: Warrant Register

The City of Hemet's warrant registers dated October 17, 2013 and October 31, 2013 are currently posted on the City's website in the Finance Department section, under *Financial Information*. Payroll for the period of September 30, 2013 to October 13, 2013 was \$630,242.03 and October 14, 2013 to October 27, 2013 was \$588,102.18.

CLAIMS VOUCHER APPROVAL

"I, Rita Conrad, Deputy City Manager/Administrative Services, do hereby certify that to the best of my knowledge and ability, that the warrant register posted on the city's website is a true and correct list of warrants for bills submitted to the City of Hemet, and the payroll register through the dates listed above, and that there will be sufficient monies in the respective funds for their payment."

Respectfully submitted,

Rita Conrad
Deputy City Manager/Administrative Services

RC: mh

CITY OF HEMET
VOUCHER/WARRANT REGISTER
FOR ALL PERIODS

CLAIMS VOUCHER APPROVAL

I, RITA CONRAD, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND ABILITY, THAT THE WR POSTED ON THE CITY WEBSITE IS A TRUE AND CORRECT LIST OF WARRANTS FOR BILLS SUBMITTED TO THE CITY OF HEMET THROUGH THE DATES LISTED ABOVE, AND THAT THERE WILL BE SUFFICIENT MONIES IN THE RESPECTIVE FUNDS FOR THEIR PAYMENT.

RITA CONRAD
DEPUTY CITY MANAGER/ADMINISTRATIVE SERVICES



#9

Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Acting Fire Chief Primo Reynoso, Interim City Manager Ronald Bradley
R.B.

DATE: November 12, 2013

RE: 2014 HOMELAND SECURITY GRANT PROGRAM (HSGP) FOR
COMMUNITY EMERGENCY RESPONSE TEAM (CERT) GRANT
PROGRAM EXPENDITURE

RECOMMENDATION:

It is respectfully recommended that the City Council:

1. Accept the grant approved by the California Emergency Management Agency (CalEMA) for the Riverside County Homeland Security Grant Program (HSGP) awarded to the City of Hemet for the CERT Program in the amount of \$14,055.00
2. Staff recommends that the Hemet City Council approve expenditure of funds to purchase a Contract Trainer, supplies and equipment to support the City of Hemet, Fire Department 2014 CERT Program

BACKGROUND:

The Hemet City Council has previously approved participation in the California Office of Homeland Security Grant Programs (SHGP) for the Community Emergency Response Team (CERT) training. Participation includes applying for available grant funds for training exercises and equipment to expand and increase the readiness of Community Emergency Response Teams throughout the San Jacinto Valley.

This is an annual appropriations grant through the California Emergency Management Agency (CalEMA) appropriated through Riverside County's Office of Homeland Security Grant Program. The grant includes reimbursement of costs for a contract trainer to conduct four (4) classes of 30 students within a one-year time frame for a total of \$6,587.00 and an additional \$7468.00 for training gear and equipment for each student at no cost to the participants.

ANALYSIS:

This grant project will allow for the continuation of capable, trained CERT Team members to see to the immediate needs of citizens within their respective neighborhoods in the event of a major catastrophic event until City of Hemet first responders become available.

FISCAL IMPACT:

None- no additional matching funds are required.

Respectfully submitted,

Primo Reynoso
Acting Fire Chief

Handwritten signatures of Primo Reynoso and Rita Conrad. The signature of Primo Reynoso is on the left, and the signature of Rita Conrad is on the right. Both signatures are in black ink and are cursive.

Rita Conrad
Finance Director

Attachments:
Award Letter
Grant Breakdown



RIVERSIDE COUNTY FIRE DEPARTMENT
 IN COOPERATION WITH
 THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION

John R. Hawkins ~ Fire Chief
 210 West San Jacinto Avenue ~ Perris, CA 92570
 (951) 940-6900 ~ www.rvcfire.org

PROUDLY SERVING THE
 UNINCORPORATED AREAS
 OF RIVERSIDE COUNTY
 AND THE CITIES OF:

- BANNING
- BEAUMONT
- CALIMESA
- CANYON LAKE
- COACHELLA
- DESERT HOT SPRINGS
- EASTVALE
- INDIAN WELLS
- INDIO
- JURUPA VALLEY
- LAKE ELSINORE
- LA QUINTA
- MENIFEE
- MORENO VALLEY
- PALM DESERT
- PERRIS
- RANCHO MIRAGE
- RUBIDOUX CSD
- SAN JACINTO
- TEMECULA
- WILDOMAR

BOARD OF SUPERVISORS:

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DISTRICT 1
- JOHN TAVAGLIONE
DISTRICT 2
- JEFF STONE
DISTRICT 3
- JOHN BENOIT
DISTRICT 4
- MARION ASHLEY
DISTRICT 5

October 30, 2013

Buddy Riley
 Becky Joiner
 City of Hemet
 Hemet, CA

RE: FY13 Homeland Security Grant Program (HSGP) Award - \$14,055
 Grant #2013-110 CFDA#: 97.067

The California Emergency Management Agency (CalEMA) has approved Riverside County's FY13 Homeland Security Grant Program (HSGP) application and has authorized the commencement of expenditures and reimbursement requests. The overall performance period of this grant is August 29, 2013 – February 28, 2015. The following milestones have been set by the state for your projects:

<u>Project</u>	<u>Amount</u>	<u>Completion Date</u>
All Projects	\$7,028	8/01/2014

Subject to pending paperwork this letter serves as authorization to begin spending and requesting reimbursement of your Anti-Terrorism Approval Authority (ATAA) approved projects. Riverside County OES does require you to provide a signed FY13 Grant Assurance and completed and signed Workbook Face-Sheet within 15 days of date of this letter. Please remember that changes to your grant will require the approval of the OA prior to incurring any costs. All modifications, EHP's, sole source procurement, EOC and construction requests require additional approvals from CalEMA through the OA prior to incurring any costs. Your Agency's Financial Workbook outlining your approved spending is included on the CD provided to you at the Post Award Workshop.

By accepting this award it will be understood that you are agreeing to conform to the requirements of the grant as put forth in the FY13 Grant Assurances, the Federal Single Audit Act of 1984 and amendment of 1996. Performance Bonds are required for any equipment item over \$250,000 or any vehicle aviation, or watercraft regardless of cost that is being paid for with any portion of grant funds. Any funds found owed as a result of a final review or audit must be refunded to the County within 15 days upon receipt of an invoice from Riverside County Fire/OES.

As always, please feel free to contact us with any questions you may have. I look forward to working with you and appreciate your cooperation and support.

Regards,

Kim Dana and Laronte Groom
 Administrative Services Analyst II
 Riverside County Fire/OES

#10



Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Acting Fire Chief Primo Reynoso,
Interim City Manager, Ronald Bradley *RB*

DATE: November 12, 2013

RE: FY 2013 Emergency Management Performance Grant (EMPG) Award -
\$24,614.00 to the City of Hemet, Emergency Services Department.

RECOMMENDATION:

It is respectfully recommended that the City Council:

1. Accept the grant approved by the California Emergency Management Agency (CalEMA) for the Riverside County's FY13 Emergency Management Performance Grant Program in the amount of \$24,614.00.
2. Staff recommends that the Hemet City Council approve expenditure of funds to purchase supplies and equipment, and to fund the current Emergency Services Coordinator (50% of the salary) to support the City of Hemet, Fire Department 2013/14 Emergency Services program.

BACKGROUND:

The Hemet City Council for FY 2012/103 approved participation in the California Office of Emergency Management Performance Grant Program (EMPG). The grant funds were used to supplement the costs associated with the Emergency Services Coordinator position and the Emergency Operations Center.

This is an annual appropriations grant through the California Emergency Management Agency (CalEMA) appropriated through Riverside County's Emergency Services Grant Program. The grant funding is to be matched through the current adopted 2013/2014 Budget for the Office of Emergency Services.

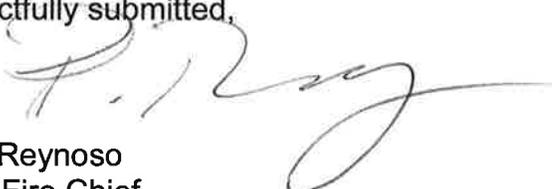
ANALYSIS:

This grant project will benefit the City of Hemet by covering a portion of the costs associated with the operations of the Emergency Operations Center and the salary for the Emergency Services Coordinator.

FISCAL IMPACT:

Matching funds of \$24,614.00 already allocated through the adopted 2013/2014 Budget, for the Office of Emergency Services Division.

Respectfully submitted,


Primo Reynoso
Acting Fire Chief


Rita Conrad
Finance Director

Attachments:
Award Letter



RIVERSIDE COUNTY FIRE DEPARTMENT
IN COOPERATION WITH
THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION

John R. Hawkins ~ Fire Chief
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DESERT HOT SPRINGS
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INDIAN WELLS
INDIO
JURUPA VALLEY
LAKE ELSINORE
LA QUINTA
MENIFEE
MORENO VALLEY
PALM DESERT
PERRIS
RANCHO MIRAGE
RUBIDOUX CSD
SAN JACINTO
TEMECULA
WILDOMAR

**BOARD OF
SUPERVISORS:**

BOB BUSTER
DISTRICT 1
JOHN TAVAGLIONE
DISTRICT 2
JEFF STONE
DISTRICT 3
JOHN BENOIT
DISTRICT 4
MARION ASHLEY
DISTRICT 5

September 25, 2013

City of Hemet
Buddy Riley, Becky Joiner
Hemet Fire Department
Hemet, CA 92543

RE: FY13 Emergency Management Performance Grant Program (EMPG) Award - \$24,614
Grant #2013-0047 CFDA#: 97.042

The California Emergency Management Agency (CalEMA) has approved Riverside County's FY13 Emergency Management Performance Grant Program (EMPG) application and has authorized the commencement of reimbursement requests. The performance period of this grant is **July 1, 2013 (for personnel) 9/24/13 (for equipment) – May 1, 2014**. **All final reimbursement requests are due no later than June 10, 2014.**

Please remember that changes to your grant will require the approval of the OA prior to incurring any costs. All modifications, EHP's, sole source procurement, EOC and construction requests require additional approvals from CalEMA through the OA prior to incurring any costs. Some of your projects may require these additional approvals. It is your Agency's responsibility to obtain all additional approvals prior to expending the funds. Your Agency will also be responsible for providing all necessary documentation for reimbursements. If you are purchasing maintenance agreements, upgrades, service fees, etc. for your equipment or continuation of a service it is your responsibility to provide proof that these costs follow the guidelines of the grant. Your Agency's Financial Workbook is being provided to you via email along with a copy of this letter. If you have not already done so, please have the Grant Assurances read, signed and dated by your authorized agent in blue ink and return to me. Reimbursements will not be processed without these. Keep in mind that this grant has a dollar-for-dollar match requirement.

By accepting this award it will be understood that you are agreeing to conform to the requirements of the grant as put forth in the FY13 EMPG Grant Assurances, the State Supplemental Guidance, the Federal Guidance, the Federal Single Audit Act of 1984 and amendment of 1996, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended.

As always, please feel free to contact me with any questions you may have. I look forward to working with you and appreciate your cooperation and support.

Regards,

Kim Dana
Administrative Services Analyst II
Riverside County Fire/OES

**EMERGENCY MANAGEMENT PERFORMANCE GRANT
CFDA# 97.042**

Upon approval of the Operational Area application by the California Emergency Management Agency, hereafter designated Cal EMA, Riverside County Operational Area hereby makes a Grant Award of funds to the following:

1. Grant Recipient: City of Hemet, Fire Department		1a. DUNS #:	094715349	
in the amount and for the purpose and duration set forth in this Grant Award.				
2. Implementing Agency: City of Hemet, Fire Department		2a. DUNS #:		
3. Implementing Agency Address:			4. Location of Project:	
Street:	510 E. Florida avenue	City:	Hemet	Zip Code + 92543-4334
5. Disaster/Program Title: Emergency Management Performance Grant			6. Performance Period:	7/1/2013 to 5/31/2014

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2013	7. EMPG					\$24,614	\$24,614	\$49,228
	8.						\$0	\$0
	9.						\$0	\$0
	10.						\$0	\$0
	11.						\$0	\$0
	12. TOTALS	\$0	\$0	\$0	\$0	\$24,614	\$24,614	12G. Total Project Cost: \$49,228

13. This Grant Award consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications which are being submitted. I hereby certify I am vested with the authority to enter into this Grant Award Agreement, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or Approving Body. The Grant Recipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Award. The Grant Recipient signifies acceptance of this Grant Award and agrees to administer the grant project in accordance with the Grant Award as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal EMA policy and program guidelines. The Grant Recipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. Official Authorized to Sign for Applicant/Grant Recipient:				15. Federal Employer ID Number: 97-6000719	
Name:	Joseph Morris		Title:	Fire Chief	
Telephone:	951-765-2450	FAX: 951-765-3170	Email:	jmorris@cityofhemet.org	
	(area code)	(area code)			
Payment Mailing Address:	510 E. Florida ave		City:	Hemet, Ca	Zip Code + 4: 92543-4334
Signature:			Date:	6/26/2013	



Staff Report

TO: Honorable Mayor and Members of the Hemet City Council

FROM: Kristen Jensen, Public Works Director *KJ*
Ronald E. Bradley, Interim City Manager *REB*

DATE: November 12, 2013

RE: Park Commission Recommendations of September 30, 2013 & October, 28, 2013.

Park Commission Recommendations of September 30, 2013:

A. **Tree Removal Request: 214 E. Kimball Ave.**

Ash (1) – (Ms. Trayling)

Reason for Request: Resident is requesting removal of the City tree so that she may put in a driveway to the garage of her residence. City Staff visited the site and observed an Ash tree that is obstructing the pathway to Ms. Trayling's driveway. The Streets Supervisor stated that the Streets division would be able to install a drive approach to her residence once the tree is removed.

Recommendation: Approve removal request and replace it with an approved species from the City Street Tree List; Schedule installment of drive approach.

B. **Tree Removal Request: 660 Sned Dr.**

Ash (1) – (Mr. Hewett)

Reason for Request: Resident is requesting removal of the City tree due to issues with the trees roots intruding into the sewer line. City staff visited the site and spoke with Mr. Hewett, who shared pictures of the roots in the sewer line. City staff observed the tree was also in close proximity to the water meter.

Recommendation: Approve removal request and replace with a crape myrtle at a more appropriate site.

C. **Tree Removal Request: 650 Seville Dr.**

Magnolia (1) & Camphor (1) – (Mr. & Mrs. Wampler)

Reason for Request: Resident is requesting removal of both City trees because of the amount of debris drop and so that he may display his flag. City staff visited the site and observed two healthy trees.

Recommendation: Deny removal request; Schedule tree for trim and lift.

D. **Tree Removal Request: 1480 W. Mayberry Ave.**

Magnolia (1) – (Ms. Managaelli)

Reason for Request: Owner is requesting removal of the City tree due to concerns with the roots causing issues with the sewer line and raising the sidewalk. City staff visited the site and observed evidence the sidewalk had recently been replaced. Staff saw no visible evidence of the roots affecting the sewer line.

Recommendation: Deny removal request; Schedule tree for trim and thin.

Park Commission Recommendations of October 28, 2013:

E. Tree Removal Request: 641 Brisbane St.

Ash (1) – (Ms. Michalovitz)

Reason for Request: Resident is requesting removal of this City tree due to concerns with the surface roots and their proximity to the underground utility lines. City staff visited the site and observed surface roots causing damage to the sidewalk, curb and gutter surrounding the tree. This type of tree is not suitable for small parkway installment.

Recommendation: Approve removal request and replace it with an approved species from the City Street Tree List.

F. Tree Removal Request: 516 Opal St.

Ash (1) – (Mr. Cunningham)

Reason for Request: Owner is requesting removal of this City tree due to concerns regarding a large branch over their house and the block wall being lifted. City staff visited the site and observed the block wall being raised due to surface roots. There is evidence the sidewalk has been replaced previously and the roots are too large to properly prune.

Recommendation: Approve removal request and replace it with an approved species from the City Street Tree List.

G. Tree Removal Request: 1351 Basswood Wy.

Magnolia (2) – (Ms. Plumlee)

Reason for Request: Resident is requesting removal of these City trees due to concerns with surface roots raising the surrounding area. City staff visited the site and observed the surface roots causing issues to the surrounding sidewalk and curb. The tree closer to the retaining wall is larger and is causing more damage.

Recommendation: Approve removal request for larger tree and replace it with a Crape Myrtle; Deny removal of smaller tree.

H. Tree Removal Request: 1013 Ivy St.

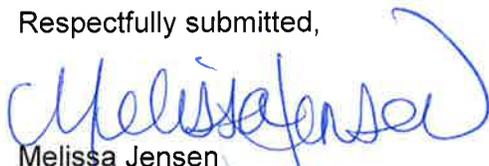
Ash (1) – (Ms. Williams)

Reason for Request: Resident is requesting removal of this City tree due to issues related to the surface roots. City staff visited the site and observed an approximately 40 foot tall tree with several large diameter surface roots on the lawn of the property and in close proximity to the water meter. The roots are too large to root prune and keep the tree safe and stable.

Recommendation: Approve removal request and replace it with an approved species from the City Street Tree List.

Fiscal Impact: No additional general fund impact. Costs for work performed will be absorbed in existing operating budgets.

Respectfully submitted,



Melissa Jensen
Administrative Assistant



Staff Report

TO: Honorable Mayor and Members of the Hemet City Council
FROM: Ronald Bradley, Interim City Manager
DATE: November 12, 2013
RE: Selection of Fire and Paramedic Service Levels for the City of Hemet

RECOMMENDED ACTION:

It is recommended that the City Council pass a motion, authorizing the following:

1. Establishing that the City shall provide to the public the level of fire, emergency, medical, and related services described in County Fire Option # 1.
2. Authorize the City's Labor Negotiator to continue to meet and confer with the Hemet Fire Fighters' Association (HFFA) regarding:
 - (a) the effects of any City decision to implement its newly established service levels described in County Fire Option #1,
 - (b) the decision and the effects, if any, of the City potentially contracting with Riverside County Fire to provide the newly established service levels described in Riverside County Fire Option #1,
 - (c) the effects, if any, of the City's potential decision to contract with Riverside County Fire's to provide interim Fire Management services referenced in Citygate recommendation No. 2,
 - (d) the City's decision and effects, if any, to provide transition benefits to current employees if the City decides to contract with Riverside County Fire to provide the City's newly established service levels for fire, emergency, medical, and related services as described in County Fire Option #1, and
 - (e) any other matters within the scope of representation under the Meyers, Milias, Brown Act (MMBA).
3. Authorize the City Manager and City Attorney to enter into negotiations with Riverside County Fire concerning the terms and conditions of a potential agreement with Riverside County Fire to provide fire, emergency medical, and related services to the City of Hemet at the service level described in County Fire

Option #1, including the terms for hiring of existing Hemet Fire Department personnel.

4. Authorize the City Manager to negotiate the terms and conditions under which Riverside County Fire would provide interim Fire Management services to the Hemet Fire Department while the City and Riverside County Fire negotiate that agreement referenced in recommendation No. 1.
5. Authorize the City Manager and Interim Fire Chief to procure the training necessary for Hemet Fire Fighters who currently hold a California Paramedic License to obtain paramedic certification from Riverside County Emergency Medical Services (EMS).

Council will not make a final decision on any agreement to implement the service levels described in Riverside County Option #1 until the City's negotiations with the Hemet Fire Fighters' Association and the City's negotiations with Riverside County Fire have been completed. Any final decision by the City Council, will be undertaken at a subsequent noticed public meeting.

BACKGROUND:

In October, 2012, the Hemet City Council voted to issue a Request for Proposals (RFP) for fire services for the City of Hemet. The City Council's intent in issuing the RFP was to determine which entity could provide "the best service at the lowest cost." The Council made it clear they were not just looking for the lowest absolute cost, or which entity could provide the most "savings" over what we were currently spending, but were looking for the "best possible service."

Proposals were submitted by Hemet City Fire and Riverside County Fire in December, 2012. Upon receipt, a City staff team consisting of Assistant City Manager Mark Orme, Deputy City Manager Rita Conrad, and Procurement Administrator Elizabeth Grace was assembled to evaluate the two proposals. Because Hemet's Current Fire Chief (Joe Morris) was the author of the Hemet City Fire proposal, the former president of the Riverside County Fire Chief's Association, retired Murrieta Fire Chief Paul Chrisman, was asked to serve as a fire service professional to advise the City staff.

Evaluation of the two proposals was a difficult task because of the highly technical nature of today's fire service and the many costs that needed to be considered in order to do an equitable comparison of the proposals. (an apples to apples comparison) Service and management levels proposed by both agencies needed to be examined and evaluated. For example, Riverside County Fire has paramedics and emergency medical dispatch in place, has a well developed disaster response and preparedness function, a well developed and expansive training system, a well developed quality control system and depth of management program that no small local department can match, due to economies of scale. Costs, for example, such as city overhead costs that would remain with the City in the event the Council decided to contract for fire protection, needed to be

identified and added to the Riverside County Fire proposal. Costs for services we currently do not provide such as paramedics, command staff and training staff have to be added to current budget costs. Costs that had been double counted in the Hemet Fire proposal had to be identified and subtracted from the Hemet Fire proposal. The most important area to be examined was the comparison of “service levels” provided by the two agencies to ensure a fair evaluation.

At the City Council meeting of February 26, 2013, presentations were made by Hemet Fire Chief Joe Morris on his proposal for Hemet City Fire and Riverside County Fire Chief John Hawkins and his staff for the Riverside County Fire proposal. City staff made its initial presentation of the comparison of the two proposals, based on the information available to them at the time.

At the February 26th meeting, the Council acknowledged that the issue of contracting for fire services is part of the “Meet and Confer” process with the Hemet Fire Fighters Association and authorized the City’s labor negotiator to meet and confer with the Hemet Fire Fighters Association to discuss all issues related to a potential decision to contract out fire services, as well as any effects of such potential action. They also directed staff to obtain more specific information on the following three issues:

- 1 CalPERS estimate of unfunded liability regarding Hemet Fire Department personnel that would remain with the City if the City contracted out Fire Protection and EMS.
Action taken: Bartel and Associates, an actuarial firm was hired by the City to estimate the amount of first and second year PERS costs that would not be paid to PERS, if the City contracted for fire services. A copy of the Bartel and Associates report was provided to the HFFA.
- 2 Complete costs, funding sources and time lines related to the Hemet Fire Department implementing paramedic services and emergency medical dispatch (EMD).
Action taken: An estimate for the implementation of an emergency dispatch system was prepared by Citygate, but not included in the comparison of the costs for the two proposals since Citygate felt it was not necessary for the implementation of a paramedic program. A cost estimate for establishing a paramedic program was made and is included on the Hemet Fire proposal; and
- 3 Personnel transition and benefit payout costs that would need to be paid by the City, if the City Contracted out Fire Protection and EMS.
Action taken: Precise estimates for these costs are dependent on negotiation with HFFA, and could be higher than is included in the Riverside County Fire estimate.

Staff was also asked to examine the Riverside County Fire’s option to close Station Three and, after further discussion with Chief Hawkins, that option was eliminated and

their proposal was modified to utilize all four existing Hemet fire stations, adding the increased cost to the Riverside County Fire proposal.

In order to determine the Hemet Fire proposed cost to establish an emergency medical dispatch (EMD) and paramedic program for the City of Hemet, staff met with American Medical Response (AMR), Hemet Valley Medical Center, and Southern California EMS Training Institute to learn if they were willing to enter into contracts to provide the services at no cost to the City referred to in their letters of commitment. All three organizations indicated they were still willing to do so. City staff discovered during ensuing discussions, however, that there would be an annual \$15,000 cost for the training services by Southern California EMS Training Institute and AMR withdrew their offer. Staff has not, at this point, completed a contract with Hemet Valley Medical Center as staff has not identified an appropriate scope of services for the City/Hospital relationship.

ANALYSIS AND DISCUSSION:

In order to provide the broadest and most complete analysis of the two proposals, and obtain an unbiased and independent second opinion of the information presented, staff identified the firm of Citygate Associates, LLC as the most qualified and experienced organization in California to evaluate both fire service levels and costs. During the past three years, this firm has executed all five of the largest fire services studies in California, including studies for the Counties of San Diego (57 agencies) and El Dorado (14 agencies) as well as the cities of San Diego and Oakland along with the Sacramento Metropolitan Fire District.

Based on Citygate's qualifications and experience, the City employed Citygate to assess the level of fire service currently being provided by Hemet City Fire and that being proposed by Riverside County Fire. Asked to then evaluate the financial analysis performed by the City and assess whether the cost for each alternative were actually for equal service, and if not, what fiscal adjustments need to be made to make the proposals comparable. It is important to note that Citygate was not engaged to perform an Operational Audit of the Hemet City Fire Department or create a Fire Master Plan for the City.

Citygate completed their work and submitted their report on Tuesday, October 29th. The report was distributed to the City Council, Fire Chief, the HFFA attorney and the press that day. On November 4, 2013, the City provided the HFFA with an opportunity to discuss the Citygate report with Mr. Stu Gary, the Fire Principal, and co-author of the report. Mr. Gary, will present Citygate's findings and answer questions for the Council at the November 12th, City Council Meeting.

In their report, Citygate, identifies several areas of concern in the existing training, supervision and management structure of the current Hemet Fire organization that need to be examined in the light of both citizen and firefighter safety. They also acknowledge the fiscal pressures that may have contributed to creation of these areas of concern, and pointed out suggested organizational and operational changes and "best practices" to

address several of the concerns. The suggested modifications would then provide a comparison basis for the same level of service as being proposed by Riverside County Fire.

Citygate also points out that EMD is not a critical need for the City since, most, if not all, of the medical calls will have an engine or squad response. EMD, in and of itself, will not allow closure of one or more of the four firefighting engines needed for "citywide" adequate response times". Since staff believed such a program was necessary, funds for implementing EMD were appropriated in the 2013/14 Budget. These costs were subtracted in the Citygate analysis.

In the report, Citygate points out that, if Hemet Fire made no changes to their operation, did not implement an EMD or paramedic program, and the City continued to receive paramedic services from the private sector, that Hemet Fire's current cost (Service Level A) is significantly lower than Riverside County Fire's proposal. (\$932,774.00, page 8). It is important to note, however, that neither the Chief, Management or Citygate recommend that option for safety and operational reasons. Instead, the Council choice is between two steps (Levels B or C) providing less service, but at less cost or, Riverside County Fire Option #1, that provides higher service at higher cost, but a lower comparative cost, which is the best value alternative. Citygate's report continues to indicate lower City costs with two alternative scenarios, (Service Levels B & C); if the Council desires to adopt County Service Level D as the level of service, then Riverside County Fire provides both the best service, at the lowest comparative cost for that level of service.

CONCLUSION

Having now completed a full analysis of the service level options to provide fire, emergency, medical and related services, as presented in the proposals submitted by Hemet City Fire and Riverside County Fire and as evaluated by Citygate, staff recommends that Council make the determination that the City should provide the public with the service levels as described in Riverside County Fire Option #1.

Before a final decision to contract for services can be made to implement the service levels as described in County Fire Option #1, Citygate accurately points out that the City must complete meet and confer negotiations with the Hemet Fire Fighters' Associations and Riverside County Fire. If the Council determined that they wish to provide the service levels as described in Riverside County Fire Option #1, staff recommends the following action:

1. Establishing that the City shall provide to the public the level of fire, emergency, medical, and related services described in Riverside County Fire Option # 1.
2. Authorize the City's Labor Negotiator to continue to meet and confer with the Hemet Fire Fighters' Union (HFFA) regarding

(a) the effects of any City decision to implement its newly established service levels described in Riverside County Fire Option #1,

(b) the decision and the effects, if any, of the City potentially contracting with Riverside County Fire to provide the newly established service levels described in Riverside County Fire Option #1,

(c) the effects, if any, of the City's potential decision to contract with Riverside County Fire's to provide interim Fire Management services referenced in Citygate recommendation No. 2,

(d) the City's decision and effects, if any, to provide transition benefits to current employees if the City decides to contract with Riverside County Fire to provide the City's newly established service levels for fire, emergency, medical, and related services as described in Riverside County Fire Option #1, and

(e) any other matters within the scope of representation under the Meyers, Milias, Brown Act (MMBA).

3. Authorize the City Manager and City Attorney to enter into negotiations with Riverside County Fire concerning the terms and conditions of a potential agreement with Riverside County Fire to provide fire, emergency medical, and related services to the City of Hemet at the service level described in Riverside County Fire Option #1, including the terms for hiring of existing Hemet Fire Department personnel.
4. Authorize the City Manager to negotiate the terms and conditions under which Riverside County Fire would provide interim Fire Management services to the Hemet Fire Department while the City and Riverside County Fire negotiate that agreement referenced in recommendation No. 1.
5. Authorize the City Manager and Interim Fire Chief to procure the training necessary for Hemet Fire Fighters who currently hold a California paramedic license to obtain paramedic certification from Riverside County EMS.

Respectfully submitted,


Ronald E. Bradley
Interim City Manager

Legal Review:


Eric S. Vail
City Attorney