



AGENDA

REGULAR MEETING OF THE HEMET CITY COUNCIL

May 10, 2016

5:00 p.m.

City of Hemet Council Chambers
450 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 Youssef, Mayor Pro Tem Raver and Mayor Wright

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: *City Manager Meyerhoff*

Employee organization:

Service Employees International Union (SEIU) General Employees

Hemet Non-Sworn Police Employees Association

Hemet Mid-Manager's Association

Hemet Police Management Association

Hemet Police Officers Association

2. Conference with Legal Counsel - Anticipated Litigation

One (1) 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)

Name of case: *Salvador Gonzaga v. Linda Ann Olsen, et al. MCC 1301784*

REGULAR SESSION

7:00 p.m.

City of Hemet City Council Chambers
450 E. Latham Avenue

Call to Order

Roll Call

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

Invocation

Pledge of Allegiance

City Attorney Closed Session Report

4. Conference with Labor Negotiators
Pursuant to Government Code section 54957.6
Agency designated representatives: *City Manager Meyerhoff*
Employee organization:
Service Employees International Union (SEIU) General Employees
Hemet Non-Sworn Police Employees Association
Hemet Mid-Manager's Association
Hemet Police Management Association
Hemet Police Officers Association
 5. Conference with Legal Counsel - Anticipated Litigation
One (1) matter of significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) & (3)
 6. Conference with Legal Counsel - Existing Litigation
Pursuant to Government Code section 54956.9(d)(1)
Name of case: *Salvador Gonzaga v. Linda Ann Olsen, et al. MCC 1301784*
-

Presentation

7. Hemet CAN PLUS Student's Tobacco Waste Clean-up at Weston and Oltman Parks
 8. Proclamation proclaiming May 6-12th as Public Service Recognition Week
-

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

9. **Approval of Minutes** – April 26, 2016
 10. **Receive and File** – Warrant Register
 - a. Warrant register dated April 14, 2016 in the amount of \$635,759.98. Payroll for the period of March 28, 2016 to April 10, 2016 was \$594,408.05.
 11. **Recommendation by Public Works** – First Amendment to Professional Services Agreement with Michael Baker International, Inc.
 - a. Approve the First Amendment to the Professional Services Agreement with Michael Baker International, Inc. for environmental and regulatory services to update the city-wide Long-Term Routine Maintenance Permitting Program in an amount not to exceed \$83,500; and
 - b. Authorize the Deputy City Manager/Administrative Services Director to record a supplemental appropriation of \$17,200 in Storm Drain Fund 254-4650-2710; and
 - c. Authorize the City Manager to execute the amendment to the agreement.
 12. **Recommendation by Engineering** – Whittier Avenue Storm Drain
 - a. Authorize the Deputy City Manager/Administrative Services Director to establish budget in the amount of \$339,451.87 plus a 10% contingency of \$33,945.19 for a total expenditure in the amount of \$373,397.06 in Fund No. 222-5618-5500; and
 - b. Authorize the City Manager to negotiate and execute a future amendment to the Cooperative Agreement with Riverside County Flood Control and Water Conservation District to include the additional \$373,397.06 in addition to the previously authorized amendment of \$90,041 for street paving.
 13. **Recommendation by Public Works** – Authorizing the Submittal of Application for Payment Programs through CalRecycle
 - a. Adopt a resolution authorizing the submittal of application for payment programs through the Department of Resources Recycling and Recovery (CalRecycle) and establishing the City Manager, or his designee, as the signatory authority for those submissions. **Resolution Bill No. 16-030**
-

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 your 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.

Discussion/Action Item

14. **Discussion of Fiscal Year 2016-17 Proposed Budget** – Deputy City Manager/Administrative Services Director Hurst
Discussion regarding this item, with possible direction to staff
-

City Council Reports

15. CITY COUNCIL REPORTS AND COMMENTS
- A. Council Member Krupa
1. Riverside Conservation Authority (RCA)
 2. Ramona Bowl Association
 3. Riverside Transit Agency (RTA)
 4. Watermaster Board
 5. Library Board
 6. League of California Cities
 7. Riverside County Transportation Commission (RCTC)
 8. Western Riverside Council of Governments (WRCOG)
- B. Council Member Milne
1. Riverside County Habitat Conservation Agency (RCHCA)
 2. Riverside Conservation Authority (RCA)
 3. Disaster Planning Commission
- C. Council Member Youssef
1. Planning Commission

- D. Mayor Pro Tem Raver
 - 1. Traffic and Parking Commission
 - 2. Riverside Transit Agency (RTA)
 - 3. Riverside County Transportation Commission (RCTC)
 - 4. Watermaster Board

- E. Mayor Wright
 - 1. Park Commission
 - 2. Riverside County Habitat Conservation Agency (RCHCA)
 - 3. Ramona Bowl Association
 - 4. League of California Cities
 - 5. Western Riverside Council of Governments (WRCOG)

- F. Ad-Hoc Committee Reports
 - 1. Diamond Valley Lake Recreation Ad-Hoc Committee (January 27, 2015)
 - 2. Grant Ad-Hoc Committee (June 23, 2015)
 - 3. Homeless Ad-Hoc Committee (February 9, 2016)
 - 4. Special Events Ad-Hoc Committee (March 22, 2016)

- G. City Manager Meyerhoff
 - 1. Manager's Reports
 - 2. Staff Spotlight
 - 3. Update on Future Agenda Items
 - 4. Update from Strategic Planning

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, May 24, 2016 at 7:00 p.m. for consideration of items placed on that agenda. The next regular meeting will be held June 14, 2016.

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.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



#9

MINUTES

REGULAR MEETING OF THE HEMET CITY COUNCIL

April 26, 2016

6:00 p.m.

City of Hemet Council Chambers
450 E. Latham Avenue

www.cityofhemet.org

Please silence all cell phones

Call to Order

Mayor Wright called the meeting to order at 6:00 p.m.

Roll Call

PRESENT: Council Members Krupa and Milne, Mayor Pro Tem Raver and Mayor Wright

ABSENT: Council Member Youssef

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

Closed Session

Notice of Opportunity for Public Comment

There were no public comments presented at this time.

The City Council recessed to Closed Session at 6:01 p.m.

Council Member Youssef arrived at 6:15 p.m.

1. Conference with Labor Negotiators

Pursuant to Government Code section 54957.6

Agency designated representatives: *City Manager Meyerhoff*

Employee organization:

Service Employees International Union (SEIU) General Employees

Hemet Non-Sworn Police Employees Association

Hemet Mid-Manager's Association

Hemet Police Management Association

Hemet Police Officers Association

2. Conference with Legal Counsel - Anticipated Litigation

One (1) matter of significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) & (3)

REGULAR SESSION

7:00 p.m.

City of Hemet City Council Chambers
450 E. Latham Avenue

Call to Order

Mayor Wright called the meeting to order at 7:04 p.m.

Roll Call

PRESENT: Council Members Krupa, Milne, and Youssef, Mayor Pro Tem Raver and Mayor Wright

ABSENT: None

OTHERS PRESENT: City Manager Meyerhoff, City Attorney Vail and City Clerk McComas

Invocation

Invocation was given by Chuck Steadman, Hemet-San Jacinto Interfaith Council.

Pledge of Allegiance

Pledge of Allegiance was led by Council Member Krupa.

City Attorney Closed Session Report

3. Conference with Labor Negotiators

Pursuant to Government Code section 54957.6

Agency designated representatives: *City Manager Meyerhoff*

Employee organization:

Service Employees International Union (SEIU) General Employees

Hemet Non-Sworn Police Employees Association

Hemet Mid-Manager's Association

Hemet Police Management Association

Hemet Police Officers Association

The City Attorney reported that the City Council discussed the above employee organizations with the City's negotiator and gave direction. There was no additional reportable action.

4. Conference with Legal Counsel - Anticipated Litigation

One (1) matter of significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) & (3)

The City Council received a briefing from the City Attorney. There was no additional reportable action.

Presentation

5. Proclamation proclaiming May 2016 as Mental Health Month

Mayor Wright, read and presented the proclamation to Brenda Scott, NAMI

Ms. Scott, thanked the City Council for their continued support of Mental Health. Ms. Scott talked about the mental health programs in the schools. Mental health is an uncomfortable topic. Ms. Scott encouraged people to wear the green ribbons to bring awareness to mental health.

6. Hemet Fire Explorer Academy Video

Fire Chief Brown, proudly introduced the Fire Explorers the future leaders of the City Fire Department.

Capt. Prietto, as a former Fire Explorer, Capt. Prietto thanked the City Council and staff for supporting this program. This program is great for the youth of the community. The Departments current Fire Explorers are present with their parents. Some may become fire fighters, others may enter the health care profession or law enforcement. Capt. Prietto introduced Jason Schmidt, a native of Hemet and former Fire Explorer. Mr. Schmidt is currently a fire fighter in Los Angeles and attending paramedic school. Mike Spitsnaugle was a member of Hemet first Fire Explorer program in 2004 and is currently a Engineer with the Hemet Fire Department. Eng. Spitsnaugle learned hands on skills and career path. The Explorer program is the gap between having a goal and achieving your goal. Daniel Loomis was an explorer with the Ontario Fire Department and now a fire fighter in Hemet Fire Department. This program takes the entire department to get the results we have today. Fire Chief Brown was an explorer in Orange County and now Hemet's Fire Chief.

A portion of a video was shown from the Fire Explorer Academy.

Mayor Wright, thanked the Fire Explorers and families for their dedication.

7. Certificate of Appreciate to California Shuffleboard Association District 7

Mayor Wright, I attended the event, it was a lot of fun. The players are very serious. 288 teams competed in the event with half of the players coming from outside of the valley. Mayor Wright presented Jay Davidson and George Hayes with a Certificate of Appreciation for bringing numerous visitors from Arizona to shop, play and visit the Valley.

Jay Davidson, gave the City Council an update on the event and the California Shuffleboard Association.

George Hayes, District 7, thanked the City of Hemet for their support. Hemet has the only municipal facility in California. Mr. Hayes thanked the events other sponsors.

The City Council recessed briefly at 7:40 p.m.

Reconvened at 7:42 p.m.

City Council Business

Consent Calendar

8. **Approval of Minutes** – April 12, 2016

9. **Approval of Minutes** – April 15, 2016

10. **Receive and File** – Warrant Registers
 - a. Warrant register dated March 31, 2016 in the amount of \$457,100.16 and April 5, 2016 in the amount of \$3,466,462.44. Payroll for the period of March 14, 2016 was \$639,100.51.
11. **Receive and File** – Investment Portfolio as of March 2016
12. **Recommendation by City Manager** – Amending Chapter 2 – By-District Elections
 - a. Adopt an ordinance amending Chapter 2, Administration, of the Hemet Municipal Code by adding new sections 2-44, 2-45 and 2-46 to Article II, City Council, changing the City’s Electoral System from At-Large to By-District Elections with respect to electing City Council Members, establishing district boundaries, and scheduling elections with the districts. **Ordinance No. 1916**
13. **Recommendation by Engineering** – Award Construction Contract for the 2015/16 Pedestrian Pathway Connectivity Project – C.I.P No. 5611
 - a. Approve the plans and specification for CIP 5611; and
 - b. Award the construction contract to the lowest responsive and responsible bidder CT&T, Inc. in the amount of \$238,400.00; and
 - c. Authorize the City Manager to execute contracts and related documents and file the Notice of Completion upon satisfactory completion of the project; and
 - d. Authorize the City Manager to execute change orders up to \$106,373.80 for a total authorized expenditure of \$344,773.80, the total budgeted project per the adopted FY15/16 budget.
14. **Recommendation by Public Works** – EMWD Recycling Water Accelerated Retrofit Program at David R. Oltman Park
 - a. Approve participation in, and authorize the City Manager to execute an Agreement for Recycled Water Retrofit Funding between Eastern Municipal Water District and City of Hemet for David R. Oltman Park in the amount of \$72,758.86; and
 - b. Authorize the Deputy City Manager/Administrative Services Director to increase revenue projections, and establish a supplemental appropriation, in the amount of the retrofit funding in Parks Fund 110.

Items No. 12 and 13 were removed from the Consent Calendar. **Council Member Youssef moved and Council Member Krupa seconded a motion to approve the remaining Consent Calendar items as presented. Motion carried 5-0.**

Item No. 12

Arvid Anderson, Hemet, expressed concern with the districting in general. Mr. Anderson recommended candidate forums and neighborhood meetings within the Council Districts. **The City Council directed staff to look into placing an engine on the City’s website that will allow residents to determine the district they reside in, similar to those used by the Registrar of Voters and the Secretary of State’s office.** **Mayor Pro Tem Raver moved and Council Member Youssef seconded a motion to approve this item as presented. Motion carried 5-0.**

Item No. 13

Council Member Krupa recused herself due the close proximatey to her home.

Mayor Wright, expressed concern with the difference in the bid results and the fact that staff is asking for change order approval in the amount of \$104,000.

Steve Latino, Engineering Director/City Engineer, the City has had had successful projects with the lowest bidder in the past and reference checks are conducted. The bid has been scanned for thoroughness and staff including the City Attorney's office feels confident in the bid. The approval for change orders will give staff the authority to add additional streets to the scope of work since there is an additional \$104,000 budgeted for this project.

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

Communications from the Public

Arvid Anderson, Hemet, expressed concern that the problems in southeast Hemet affects the residents and businesses in the City of Hemet. Mr. Anderson recommended closer coordination with the County of Riverside.

Mayor Wright, recommended that Mr. Anderson contact Supervisor Washington regarding his concerns.

Public Hearing

15. **2015-2020 Analysis of Impediments to Fair Housing Choice and Fair Housing Action Plan Update for the City of Hemet and Draft Community Development Block Grant (CDBG) 2016/17 Annual Action Plan** – CDBG Coordinator Callahan
- a. Continue the open public hearing of the 2015-2020 Analysis of Impediments to Fair Housing Choice and Fair Housing Action Plan Update and draft CDBG 2016/17 Annual Action Plan; and
 - b. Approve the 2015-2020 Analysis of Impediments to Fair Housing Choice and Fair Housing Action Plan Update and draft CDBG 2016/17 Annual Action Plan; and
 - c. Authorize the City Manager to sign the signature page of the 2015/2020 Analysis of Impediments to Fair Housing Choice and Fair Housing Action Plan, the Application for Federal Assistance SF-424 and Non-State Government Certifications required for submission of the 2016/17 Annual Action Plan to the United States Department of Housing and Urban Development (HUD) on or before May 16, 2016.

Carla Callahan, CDBG Coordinator, this is a continued public hearing from April 12th. Last year the City updated the 5-Year Consolidated Plan which includes the Analysis of Impediments. Upon submission to HUD for approval, they found it inadequate and recommended revisions. A draft has been sent to HUD and was deemed acceptable. The Analysis does not require HUD's approval at this time. Staff is recommending approval of the Analysis of Impediments and draft Annual Action Plan.

Council Member Raver, I requested that this item be continued. I have reviewed it have no additional questions or comments. These documents contain a lot of interesting information about the City.

There were no public comments presented at this time.

Mayor Wright declared the Public Hearing closed at 8:00 p.m.

Mayor Pro Tem Raver moved and Council Member Krupa seconded a motion to approve this item as presented. Motion carried 5-0.

Discussion/Action Item

16. **Five Year Capital Improvement Plan (CIP) for Fiscal Years 2016/17 to 2020/21** – Steven Latino, Engineering Director/City Engineer
- a. Adopt a resolution adopting a Five Year CIP for Fiscal Years 2016/17 to 2020/21; and
 - b. Authorize the Deputy City Manager/Administrative Services Director to include appropriations for CIP projects in the Fiscal Year 2016/17 Budget.

Resolution No. 4670

Steve Latino, Engineering Director/City Engineer, gave the City Council a powerpoint presentation on the 5-Year CIP for FY's 2016/17 to 2020/21. The CIP is developed to be consistent with the goals and objectives established by the City Council. As presented, the FY 2016/17 CIP totals \$35,824,039. The CIP was presented to the Planning Commission on April 19, 2016. Mr. Latino gave the City Council an overview of the CIP. Graphs showing the FY 2016/17 Project Breakdown % by Department and by Funding Sources were displayed. Staff is recommending approval.

Council Member Krupa noted a funding error on Page 10, Fire Protection, Water Hose Replacements should be funded by Fire DIF, not Library DIF.

The City Council thanked Mr. Latino, the Engineering staff and the City's Executive Team for a realistic CIP.

Mr. Meyerhoff thanked Mr. Latino and the entire Executive Team for their efforts. Mr. Meyerhoff reminded the City Council that implementing and working on the CIP projects was one of their goals at the April 15th Strategic Planning meeting.

Mayor Pro Tem Raver moved and Council Member Milne seconded a motion to approve this item as amended. Motion carried 5-0.

17. **Quarterly Financial Update – As of March 31, 2016** – Deputy City Manager/Administrative Services Director Hurst
- a. Receive and file

Jessica Hurst, Deputy City Manager/Administrative Services Director, gave the City Council a quarterly financial update. The figures are unaudited at this point. Additional, generally minor, adjustments to close the accounting period may occur. 58.31% of the General Fund anticipated revenue has been collected. Sales tax advances are approximately 2 months behind. Property tax receipts 85% annual collections occur in January, February and May. The City has received over \$1.5 million in franchise fees and other revenue since March. 71.21% of General Fund anticipated expenditures have been expended. This is due to staff vacancies, especially in public safety. Larger projects are in process but funds have not been expended yet. Retiree medical savings will be re-calculated at the end of the fiscal year and savings distributed to contributing funds, including General Fund. A graph was displayed showing the General Fund expenditures and revenues percentages by quarter for the first three quarters of FY 15/16. The nature of the additional citywide funds result in uneven revenue collection or spending. The Internal Service Funds have received revenue of \$15.6 million and expended \$19.2 million. The Enterprise Fund has received revenue of \$10.5 million and expended \$18.9 million. The Special Revenue Funds have received revenue of \$8.5 million and expended \$12.8 million. The Water Fund has collected 64.86% of anticipated revenue due to conservation measures. Adopted budget assumed a full year of new rates that were not implemented until October. 28.65% of anticipated expenditures have been

expended due to staff vacancies. Groundwater management plan expenditures are far below budget due to the lack of available water to purchase, it is anticipated that water will be purchased in the final quarter of the fiscal year. Large capital projects are still in planning stages. A graph was displayed showing the Water Fund expenditures and revenues percentages by quarter for the first three quarters of FY 15/16.

Mayor Wright, it is beneficial to get updates quarterly so there are no surprises.

Mayor Pro Tem Raver, questioned a number of situations where more money was expended than budgeted. Ms. Hurst explained that available fund balances were used. Mayor Pro Tem Raver requested that in the future a column be added to the document to include available fund balances.

The City Council discussed the Library landscape project and its impact on the Library's budget. The budget for the retrofit was established in Parks. The original costs and any reimbursements were in the Parks Fund, no impact to the Library's budget.

City Council Reports

18. CITY COUNCIL REPORTS AND COMMENTS

A. Council Member Krupa

1. Riverside Conservation Authority (RCA)

RCA received the letter from the City of Hemet. The item will not be on the May meeting agenda and will be referred back to staff for evaluation based on the input received from many entities.

2. Ramona Bowl Association

VIP Day is April 30th and Sunday May 1st will be the last performance.

3. Riverside Transit Agency (RTA)

Next meeting, April 28, 2016

4. Watermaster Board

5. Library Board

The Library Foundation's Annual Victorian Tea and Fashion Show will be held on May 15th

6. League of California Cities

7. Riverside County Transportation Commission (RCTC)

Final EIR for Highway 79 will be out in June or July 2016.

8. Western Riverside Council of Governments (WRCOG)

B. Council Member Milne

1. Riverside County Habitat Conservation Agency (RCHCA)

2. Riverside Conservation Authority (RCA)

3. Disaster Planning Commission

Council Member Milne attended the Helping Hands Event on Saturday at Weston Park.

Mayor Wright, your efforts were greatly appreciated and noticed on Ramona in the Park.

The City Council directed staff to prepare a Certificate of Appreciation for the Mormon Church for the Helping Hands Event.

C. Council Member Youssef

1. Planning Commission

Council Member Youssef attended the meeting. John Gifford was appointed as Chairperson and Michael Perciful as Vice Chair.

Council Member Youssef, attended The Big Serve on Sunday. This event was started by Pastor John Scott, Community Christian Church. This event has grown to include a number of churches from the entire valley, giving back instead of having church service.

The City Council directed staff to prepare a Certificate of Appreciation for Pastor John Scott at Community Christian Church for starting "The Big Serve".

D. Mayor Pro Tem Raver

1. Traffic and Parking Commission

2. Riverside Transit Agency (RTA)

3. Riverside County Transportation Commission (RCTC)

4. Watermaster Board

Mayor Pro Tem Raver, asked Mr. Meyerhoff for a report on the City Council's Strategy Planning Session. The meeting was successful and rewarding. Mayor Pro Tem Raver recommended that the next one be held in the conference room on the first floor of the Library.

Alex Meyerhoff, City Manager, is preparing a spreadsheet listing the goals and objectives for a future agenda.

E. Mayor Wright

1. Park Commission

The Park Commission celebrated Earth Day by planting two trees at Mary Henley Park.

2. Riverside County Habitat Conservation Agency (RCHCA)

3. Ramona Bowl Association

Mayor Wright attended the First Nighter's Party and Ramona in the Park.

4. League of California Cities

5. Western Riverside Council of Governments (WRCOG)

SCAG Conference is to be held next weekend

Mayor Wright spoke at the Del Webb HOA Meeting on Friday.

F. Ad-Hoc Committee Reports

1. Diamond Valley Lake Recreation Ad-Hoc Committee (January 27, 2015)

Council Member Krupa, met on April 23rd. Agreement from the entities involved, final presentation to the City Council in May or June.

2. Grant Ad-Hoc Committee (June 23, 2015)

Mayor Wright, provided the committee with some information on an opportunity to partner with CalTrans. Staff from the City and the County are looking into it.

3. Homeless Ad-Hoc Committee (February 9, 2016)

Mayor Wright asked staff to follow up with Rob Fields and schedule the next meeting.

4. Special Events Ad-Hoc Committee (March 22, 2016)

Mayor Wright, the list of applicants was just received a meeting has not been scheduled.

5. Business/Industry Ad-Hoc Committee (April 15, 2016)

G. City Manager Meyerhoff

1. Manager's Reports
2. Staff Spotlight
3. Public Safety Update

Alex Meyerhoff, City Manager, the Press Release from Deputy Chief Webb was received today announcing that the City has entered into a partnership with CVS and for Drug Free Kids. A Drug Collection Unit for unused medication will be located at the Police Department, the site is open Monday thru Friday from 8:00 to 5:00 p.m.

Mr. Meyerhoff attended the badge pinning ceremony for Lt. Jeff Davis.

Mr. Meyerhoff attended the Chamber of Commerce working group meeting to discuss a potential balloon festival. The City Council discussed this exciting opportunity in detail.

Future Agenda Items

Update on Future Agenda Items

Adjournment

Adjourned at 8:50 p.m. to Tuesday, May 10, 2016 at 7:00 p.m.



Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Jessica A. Hurst, DCM/Administrative Services
Alexander P. Meyerhoff, City Manager 

DATE: May 10, 2016

RE: Warrant Register

The City of Hemet's warrant register dated April 14, 2016 in the amount of \$635,759.98 is currently posted on the City's website in the Finance Department section, under *Financial Information*. Payroll for the period of March 28, 2016 to April 10, 2016 was \$594,408.05.

CLAIMS VOUCHER APPROVAL

"I, Jessica A. Hurst, 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,



Jessica A. Hurst
Deputy City Manager/Administrative Services

JAH: mh

CITY OF HEMET
VOUCHER/WARRANT REGISTER
FOR ALL PERIODS

CLAIMS VOUCHER APPROVAL

I, JESSICA A. HURST, 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.

JESSICA A. HURST
DCM/ADMINISTRATIVE SERVICES



Staff Report

TO: Honorable Mayor and Members of the Hemet City Council

FROM: Alexander P. Meyerhoff, City Manager; *A*
Kristen Jensen, Public Works Director

DATE: May 10, 2016

RE: First Amendment to Professional Services Agreement with Michael Baker International, Inc.

RECOMMENDED ACTION:

It is respectfully recommended that the City Council

- Approve the first amendment to the professional services agreement with Michael Baker International for environmental and regulatory services to update the City of Hemet Long-Term Routine Maintenance Permitting Program in an amount not to exceed \$83,500; and
- Authorize the Deputy City Manager to record a supplemental appropriation of \$17,200 in Storm Drain Fund 254-4650-2710; and
- Authorize the City Manager to execute the amendment to the agreement.

BACKGROUND:

On March 11, 2014, the City Council approved a professional services agreement with RBF Consulting (acquired by Michael Baker International in 2013) to update the City-Wide Long-Term Routine Maintenance Permitting Program and obtain new permits for the maintenance of jurisdictional-designated retention basins and roadside drainage ditches from the U.S. Army Corps of Engineers (ACOE), Regional Water Quality Control Board (RWQCB) and the California Department of Fish and Wildlife (CDFW). This was necessary due to significant changes in the area since the initial biological resources assessment and jurisdictional determination for this program was completed in 2003. These changes included replacement of drainage reaches with curb and gutter as the result of development, and court decisions that changed how jurisdictional "waters of the U.S." and "waters of the State" are determined.

ANALYSIS:

Due to numerous delays on the part of the resource agencies (requests for additional information, staff changes, work backlogs, etc.) Michael Baker International was unable to see the permitting process through to completion by the end of the agreement term, which expired on March 11, 2016.

In late February 2016, CDFW requested a Habitat Mitigation and Monitoring Plan (HMMP) for the past and current maintenance work in jurisdictional drainage facilities. CDFW staff indicated the HMMP must be submitted before a new permit will be issued. Preparation of a HMMP was not included in the original scope of work. Public Works staff requested a proposal for the preparation of a HMMP, negotiated pricing, and prepared an amendment to the Professional Services Agreement. The amendment modifies this agreement as follows:

- Extends agreement expiration date to June 30, 2017
- Increases total compensation by \$17,200 (revised total compensation \$83,500)
- Adds "Habitat Mitigation and Monitoring Plan (HMMP) preparation services" to the Scope of Services

COORDINATION & REVIEW:

Review and coordination by other City departments included coordination with the Procurement Administrator and City Attorney's office to prepare the amendment to the professional services agreement dated March 11, 2011.

CONSISTENCY WITH ADOPTED GOALS, PLANS, AND PROGRAMS:

OS-P-3 –Vernal Pools.

PS-P-11 –Floodway Modification.

FISCAL IMPACT:

No General Fund impact. Funding for the Supplemental Appropriation request of \$17,200 is available in Storm Drain Fund No. 254 fund balance.

Respectfully submitted,



Linda Nixon
Environmental Services Manager

Approved as to form:



Eric S. Vail
City Attorney

Fiscal Review:



Jessica A. Hurst
Deputy City Manager/
Administrative Services

Attachment: First Amendment to Professional Services Agreement

**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT**

by and between

the

CITY OF HEMET

and

MICHAEL BAKER INTERNATIONAL, INC.

Dated May 10, 2016

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

This First Amendment to Professional Services Agreement (“First Amendment”), which is dated for reference as indicated on the cover page, is hereby entered into by and between the CITY OF HEMET, a California general law city (“City”), and Michael Baker International, Inc., a California Corporation (“Contractor”), as follows:

RECITALS

- A. City entered in an agreement with RBF Consulting for professional services on March 11, 2014 (“Agreement”). RBF Consulting was acquired by Contractor and Contractor is bound by the Agreement pursuant to Section 27 of the Agreement.
- B. Section 1 [Term of Agreement] states that the agreement shall have a term of Twenty Four (24) months.
- C. Section 4 [Compensation and Method of Payment] and Exhibit B [Compensation] of the agreement provide a maximum compensation amount of \$66,300 unless additional compensation is approved in writing.
- D. Exhibit A [Scope of Services] states the services to be provided by the Contractor pursuant to the Agreement.
- E. This First Amendment amends Section 1 to include an expiration date consistent with the City’s fiscal year (June 30, 2017) and amends Section 4 and Exhibit B to increase the total compensation by \$17,200 with a revised total compensation amount of \$83,500, and amends Exhibit A to add Habitat Mitigation and Monitoring Plan (HMMP) preparation services to the Scope of Services.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the promises made and recited herein, the parties do hereby enter into this First Amendment which modifies and amends the Agreement as follows:

1. **AMENDMENT.** The Agreement is hereby modified and amended as follows:

- 1.1 **Section 1.** Section 1 of the Agreement is hereby amended to read as follows:

“Subject to the provisions of Section 20 “Term of Agreement” of this Agreement, the Term of this Agreement shall be from March 11, 2014 to June 30, 2017.”

- 1.2 **Section 4.** Section 4(a) of the Agreement is hereby amended to increase the total compensation not to exceed amount to Eighty Three Thousand Five Hundred Dollars (\$83,500).

1.3 **Exhibit B.** Section IV of Exhibit B of the Agreement is hereby amended to increase the total compensation not to exceed amount to Eighty Three Thousand Five Hundred Dollars (\$83,500).

1.4 **Exhibit A.** Section I of Exhibit A of the Agreement is hereby amended to add a new subsection L., which shall read as follows:

“L. Habitat Mitigation Monitoring Program (HMMP) – prepare a HMMP for exotics removal within Salt Creek for the City’s Regional General Permit, consistent with the proposal submitted by Professional on April 7, 2016 and incorporated herein by reference.”

2. GENERAL PROVISIONS.

2.1 **Remainder Unchanged.** Except as specifically modified and amended in this First Amendment, the Agreement remains in full force and effect and binding upon the parties.

2.2 **Integration.** This First Amendment consists of pages 1 through 4 inclusive, which constitute the entire understanding and agreement of the parties and supersedes all negotiations or previous agreements between the parties with respect to all or any part of the transaction discussed in this First Amendment.

2.3 **Effective Date.** This First Amendment shall not become effective until the date it has been formally approved by the City Council and executed by the appropriate authorities of the City and Contractor.

2.4 **Applicable Law.** The laws of the State of California shall govern the interpretation and enforcement of this First Amendment.

2.5 **References.** All references to the Agreement include all their respective terms and provisions. All defined terms utilized in this First Amendment have the same meaning as provided in the Agreement, unless expressly stated to the contrary in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement on the date and year first written above.

CITY:

THE CITY OF HEMET

By: _____
Alexander P. Meyerhoff, City Manager

ATTEST:

Sarah McComas, City Clerk

APPROVED AS TO FORM

Eric S. Vail, City Attorney

CONTRACTOR:

MICHAEL BAKER INTERNATIONAL, INC.

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

NOTE: CONTRACTOR'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONTRACTOR'S BUSINESS ENTITY.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

ALL-PURPOSE ACKNOWLEDGMENT NOTARY FOR CALIFORNIA

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)

On _____, 20_____

before me, _____
Date Name And Title Of Officer (e.g. "Jane Doe, Notary Public")

personally appeared _____
Name of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

OPTIONAL

Though this section is optional, completing this information can deter alternation of the document or fraudulent reattachment of this form to an unintended document.

CAPACIT(IES) CLAIMED BY SIGNER(S)

DESCRIPTION OF ATTACHED DOCUMENT

Signer's Name: _____

- Individual
Corporate Officer

Title(s)

- Partner(s) Limited
General

- Attorney-In-Fact
Trustee(s)
Guardian/Conservator
Other:

Signer is representing:
Name Of Person(s) Or Entity(ies)

Title or Type of Document

Number Of Pages

Date Of Document

Signer(s) Other Than Named Above

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

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before me, _____,
Date Name And Title Of Officer (e.g. "Jane Doe, Notary Public")
personally appeared _____,
Name of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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CAPACIT(IES) CLAIMED BY SIGNER(S)

DESCRIPTION OF ATTACHED DOCUMENT

Signer's Name: _____

- Individual
- Corporate Officer

Title(s)

- Partner(s) Limited
- General

- Attorney-In-Fact
- Trustee(s)
- Guardian/Conservator
- Other: _____

Signer is representing:
Name Of Person(s) Or Entity(ies)

Title or Type of Document

Number Of Pages

Date Of Document

Signer(s) Other Than Named Above

*Staff Report*

TO: Honorable Mayor and Members of the City Council

FROM: Steven Latino, Engineering Director/City Engineer
Alexander Meyerhoff, City Manager

DATE: May 10, 2016

RE: Whittier Avenue Storm Drain Project

RECOMMENDATION:

1. Authorize the Deputy City Manager/Administrative Services to establish a budget of \$339,451.87 plus a 10% contingency of \$33,945.19 for a total expenditure in the amount of \$373,397.06 in Fund No. 222-5618-5500
2. Authorize the City Manager to negotiate and execute a future amendment to the Cooperative Agreement with Riverside County Flood Control and Water Conservation District to include the additional \$373,397.06 in addition to the previously authorized amendment of \$90,041 (February 9, 2016 Council Meeting) for street repaving.

BACKGROUND:

On August 5, 2014 the City of Hemet entered into a Cooperative Agreement for the Hemet Master Drainage Plan, Line C, Stage 4. The work includes the installation of the master planned storm drain line from Palm Avenue to San Jacinto Street along Whittier Avenue. As a part of the project, the County will be responsible to repair/replace approximately half of the street along the pipe trench line.

At the February 9, 2016 Council Meeting City Council Authorized the City Manager to amend the above agreement for an additional \$90,041. This allowed the entire width of Whittier to be repaved along with Phase 1 of the storm drain project from Palm Avenue to State Street. This allowed for a uniform full width resurfacing instead of the original half width paving that would have left an inconsistent roadway surface.

Phases 2 and 3 of the storm drain project, which are the final phases of construction, are nearing completion and City staff has negotiated similar terms with Riverside County Flood Control for these areas of the project on Whittier, from State to San Jacinto Street. Similar to the prior amendment this would allow for the entire width

of Whittier to be repaved along the completion of the storm drain project instead of the originally planned half width paving. Additionally, large portions of the roadway section on Whittier Avenue, from Buena Vista to Santa Fe Street, were discovered to be in extremely poor condition. This amendment includes reconstruction of new asphalt and base material for that segment along with construction of missing segments of curb and gutter.

ANALYSIS:

City staff has coordinated with the County to get an estimate of the work, which is being based on the bid cost as follows:

<i>State Street to Buena Vista</i>			
Grind [sf]	14,218	@ \$1.00	= \$14,218.00
Overlay [tons]	128	@ \$100.00	= \$12,796.20
<i>Buena Vista to Santa Fe Street</i>			
Grind [sf]	35300	@ \$2.94	= \$103,782.00
Overlay [tons]	908.10	@ \$100.00	= \$90,810.00
Excavation [cy]	634.09	@ \$11.00	= \$6,975.02
Aggregate Base [cy]	634.09	@ \$60.00	= \$38,045.56
Curb & Gutter [lf]	468.00	@ \$38.00	= \$17,784.00
<i>Santa Fe Street to San Jacinto Street</i>			
Grind [sf]	28,969	@ \$1.00	= \$28,969.00
Overlay [tons]	261	@ \$100.00	= \$26,072.10
Total			= \$339,451.87

The additional work will be completed by the County’s contractor, and a future amendment to the Cooperative Agreement will be necessary; however, due to timing will have to be completed after the work has been done.

FISCAL IMPACT:

The recommended action will have no impact on the City’s General Fund. The work will be paid for using Measure A funds identified for street rehabilitation and maintenance. The funds are available in account 222-5618-5500 which is designated for Citywide Pavement Rehabilitation.

Respectfully submitted,



Steven Latino
Engineering Director/
City Engineer

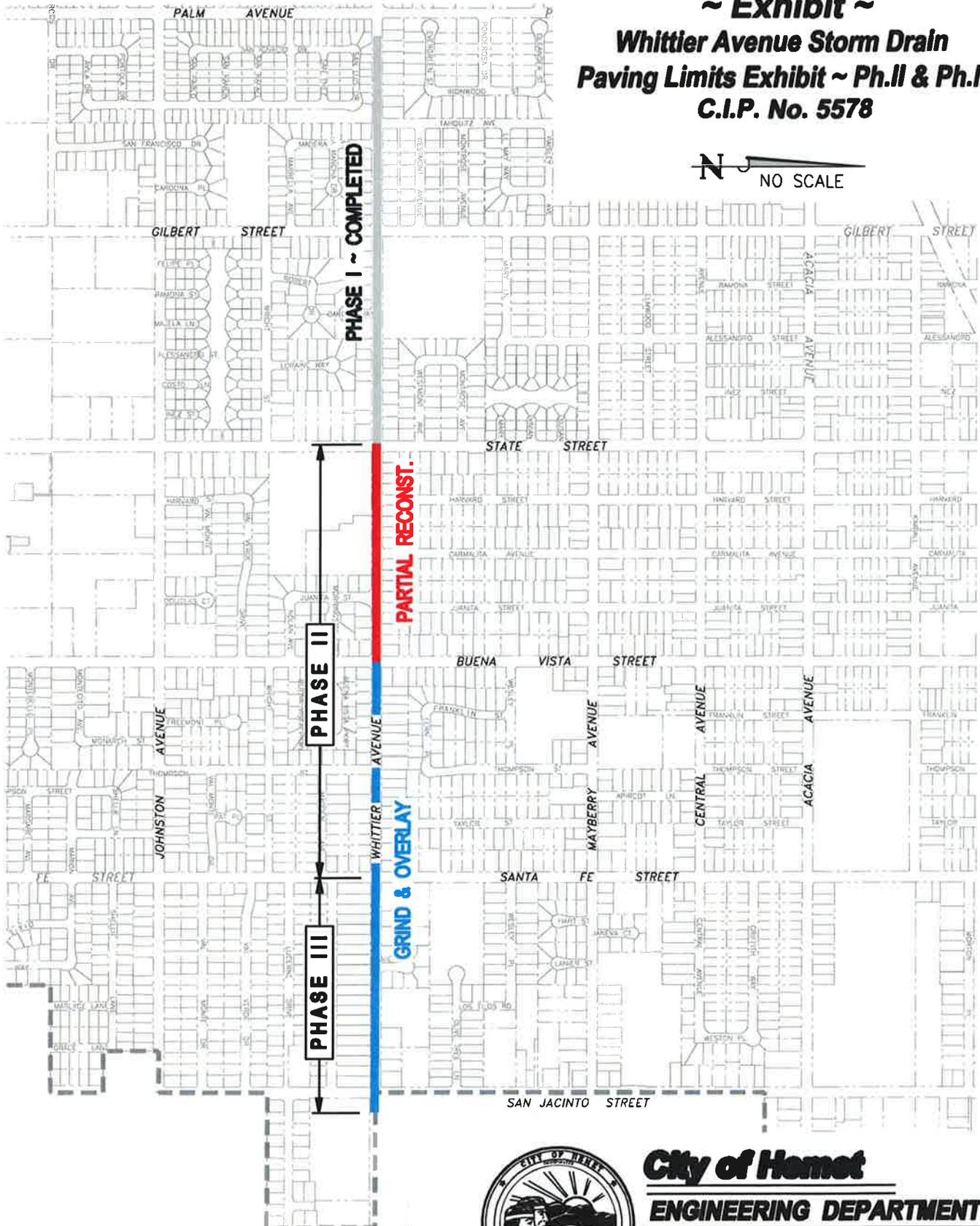
Fiscal review:



Jessica A. Hurst
Deputy City Manager
Admin Services

Attachment(s): Exhibit "A" – Paving Limits Exhibit

~ Exhibit ~
Whittier Avenue Storm Drain
Paving Limits Exhibit ~ Ph.II & Ph.III
C.I.P. No. 5578



City of Hemet
ENGINEERING DEPARTMENT
610 E. FLORIDA AVENUE
HEMET, OR 97638
(503) 765-2200



Staff Report

TO: Honorable Mayor and Members of the Hemet City Council

FROM: Alexander P. Meyerhoff, City Manager 
Kristen Jensen, Public Works Director

DATE: May 10, 2016

RE: Authorizing the Submittal of Application for Payment Programs through CalRecycle

RECOMMENDED ACTION:

It is respectfully recommended that the City Council approve Resolution Bill No. 16-030 authorizing the submittal of application for payment programs through the Department of Resources Recycling and Recovery (CalRecycle) and establishing the City Manager, or his designee, as the signatory authority for those submissions.

BACKGROUND:

CalRecycle provides annual funding to cities and counties to implement beverage container recycling and litter abatement projects. Funding distributions are calculated on a per capita basis using population statistics from the California Department of Finance. To receive this funding, CalRecycle requires each city/county to submit a Funding Request Form identifying the proposed use of funds and agency contacts.

CalRecycle also requires each city/county to provide a resolution authorizing submittal of application for payment programs that identifies the title of the Signature Authority authorized to receive/expend funds and carry out activities under these programs. The attached resolution is to allow for annual application submissions for this program, designates the City Manager as the Signatory Authority, and is effective until rescinded by the Signature Authority or City Council.

FISCAL IMPACT:

No fiscal impact.

Respectfully submitted,



Kristen Jensen
Public Works Director

Attachment(s): Resolution Bill No. 16-030



**CITY OF HEMET
Hemet, California**

RESOLUTION BILL NO. 16-030

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEMET, CALIFORNIA, AUTHORIZING SUBMITTAL OF APPLICATIONS FOR PAYMENT PROGRAMS AND RELATED AUTHOURZATIONS THROUGH THE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY (CalRecycle).

WHEREAS, pursuant to Public Resources Code 48000 et.seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle), has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED, that the City C16ouncil of the City of Hemet Does Resolve, Determine, Find and Order as follows:

- A. The City of Hemet is authorized to submit an application to CalRecycle for any and all payment programs offered.
- B. That the City Manager, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment.
- C. That this authorization is effective until rescinded by the Signature Authority of this governing body.

1 **PASSED, APPROVED, AND ADOPTED** this 10th day of May, 2016.
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Bonnie Wright, Mayor
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10 ATTEST:

APPROVED AS TO FORM:

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13 _____
14 Sarah McComas, City Clerk
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State of California)
County of Riverside)
City of Hemet)

I, Sarah McComas, City Clerk of the City of Hemet, do hereby certify that the foregoing Resolution is the actual Resolution adopted by the City Council of the City of Hemet and was passed at a regular meeting of the City Council on the 10th day of May, 2016 by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

Sarah McComas, City Clerk



Staff Report

TO: Honorable Mayor and Members of the Hemet City Council
FROM: Alexander P. Meyerhoff, City Manager
Jessica Hurst, Deputy City Manager/Administrative Services
DATE: May 10, 2016
RE: Discussion of Fiscal Year 2016-17 Proposed Budget

RECOMMENDATION:

That the Council invite public comment, engage in discussion and provide direction to staff on additions, deletions, changes and clarifications regarding the Fiscal Year 2016-17 Proposed Budget.

BACKGROUND:

The Fiscal Year 2016-17 Proposed Budget is being presented to the City Council to invite public comment, for discussion and to provide direction to staff. A second meeting to discuss the proposed budget will be brought to the City Council on May 24, 2016, for further review, discussion and direction to staff. Final presentation of the Fiscal Year 2016-17 Budget, incorporating the approved 5-year Capital Improvement Plan, is anticipated to be brought before the City Council for adoption on June 14, 2016.

The proposed budget includes a General Fund imbalance between revenues and expenditures of approximately \$350,000. Additionally, citywide Capital Improvement Projects totaling \$28,439,190, as approved by the City Council on April 26, 2016, will be incorporated into the budget document for the June 14, 2016 meeting.

The Fiscal Year 2016-17 Proposed Budget can be accessed on the City's website (Finance/Financial Information page) at: <http://www.cityofhemet.org/DocumentCenter/View/3733>

Respectfully submitted,


Alexander P. Meyerhoff
City Manager


Jessica A. Hurst
Deputy City Manager/
Administrative Services