



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 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.