



# MINUTES

## REGULAR MEETING OF THE HEMET CITY COUNCIL

May 24, 2016

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6:00 p.m.

City of Hemet Council Chambers  
450 E. Latham Avenue

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

*Please silence all cell phones*

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### Call to Order

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

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### Roll Call

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

ABSENT: Council Member Krupa

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

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### Closed Session

**Eric Vail, City Attorney**, Item No. 3 Conference with Real Property Negotiators will not be discussed at this time and will be brought back at a subsequent meeting.

There were no public comments presented at this time.

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

1. Conference with Labor Negotiators

Pursuant to Government Code section 54957.6

Agency designated representatives: *Assistant City Manager Brown*

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*

*Hemet Fire Fighters 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 Real Property Negotiators

Pursuant to Government Code section 54956.8

Property: *Stetson and Sanderson, APN's: 456-050-013-8 and 456-050-044-6*

Agency negotiator: *Assistant City Manager Brown*

Negotiating parties: *Page Plaza Partners, LLC or Assignee*

Under negotiation: *Acquisition, Price and Terms*

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## REGULAR SESSION

**7:00 p.m.**  
**City of Hemet City Council Chambers**  
**450 E. Latham Avenue**

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### Call to Order

Mayor Wright called the meeting to order at 7:02 p.m.

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### Roll Call

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

ABSENT: Council Member Krupa

**Council Member Youssef moved and Council Member Milne seconded a motion to excuse Council Member Krupa. Motion carried 4-0.**

**OTHERS PRESENT:** Assistant City Manager Brown, City Attorney Vail and City Clerk McComas

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### Invocation

Invocation was given by Megan Owens, Hemet-San Jacinto Interfaith Council.

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### Pledge of Allegiance

Pledge of Allegiance was led by Council Member Milne.

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### City Attorney Closed Session Report

4. Conference with Labor Negotiators  
Pursuant to Government Code section 54957.6  
Agency designated representatives: *Assisting City Manager Brown*  
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*  
*Hemet Fire Fighters 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 Real Property Negotiators  
Pursuant to Government Code section 54956.8  
Property: *Stetson and Sanderson, APN's: 456-050-013-8 and 456-050-044-6*  
Agency negotiator: *Assistant City Manager Brown*  
Negotiating parties: *Page Plaza Partners, LLC or Assignee*  
Under negotiation: Acquisition, Price and Terms

## Presentations

### 7. Annual Police Recognition Awards

**Police Chief Brown**, the Police Department holds an Annual Awards Banquet where the Recognition Awards are presented to the Officers. The City Council requested that these Officers be recognized at a Council Meeting also.

The Life Saving Medal is awarded to an employee or a citizen that renders first aid, rescues or performs commendable action to save the life of another that would have likely died if not for the actions of the recipient. In recognition of their commendable actions in 2015 the Life Saving was presented Sergeant Mike Mouat, Detective Dean Benjamin, Officer Matt Gomez, Officer Katie Rabago and Officer Christian Coley. Chief Brown briefly explained the incidents.

The Police Cross is awarded to department personnel who distinguish them by acts of bravery or heroism while engage in personal combat with an armed adversary in the face of imminent personal danger to their own life above and beyond the normal demands of duty. Chief Brown awarded the Police Cross to Officer Tyler Hall, Officer Matt Gomez, Officer Christian Coley and Detective Brian Cunningham.

**Police Chief Brown**, recognized recently promoted Lt. Jeff Davis and congratulated him for his completion of the Sherman Block Supervisory Institute.

**Police Chief Brown**, recognized Dean Evans on officially retiring from the Hemet Police Department after 25 years of service. Chief Brown gave a brief history of the career of Dean Evans.

**Mayor Wright**, thank you for your service. Mayor Wright had the opportunity to serve as co-board members of T.H.E. Center. The City Council is proud of the men and women that serve our community. Thank you for what you do above and beyond every day.

The City Council thanked Dean Evans for his service.

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## City Council Business Consent Calendar

8. **Approval of Minutes** – May 10, 2016
9. **Receive and File** – Investment Portfolio as of April 2016
10. **Receive and File** – Warrant Registers
  - a. Warrant registers dated April 28, 2016 in the amount of \$1,214,792.21 and May 4, 2016 in the amount of \$2,552,571.92. Payroll for the period of April 11, 2016 to April 24, 2016 was \$647,912.45.
11. **Recommendation by Engineering** – Speed Limits
  - a. Adopt a resolution approving speed limits on various street segments in the City.  
**Resolution No. 4672**

12. **Recommendation by Public Works** – Landscape Maintenance Services Contract to Adame Landscape, Inc.
  - a. Approve award of a services contract to Adame Landscape, Inc. to provide Landscape Maintenance Services throughout the City of Hemet Landscape Maintenance Districts; and
  - b. Authorize the City Manager to execute a contract effective June 1, 2016, through September 30, 2017, for a total contract amount not to exceed \$618,368; and
  - c. Authorize the City Manager to execute purchase orders in support of the contract (\$38,648 for prorated FY 15/16 contract period).
  
13. **Recommendation by Public Works** – Second Amendment to Well No. 10 City Rehabilitation – City Project No. 5594
  - a. Approve Second Amendment to Well No. 10 City Rehabilitation – City Project No. 5594 for additional contract work with L.O. Lynch Quality Wells and Pumps for a total contact amount not to exceed \$117,185.22; and
  - b. Authorize the City Manager to execute purchase orders and change orders necessary to support the contract amount.
  
14. **Recommendation by Finance** – Initiating proceedings for the Formation of Hemet Landscape Maintenance District No. 102, Oak Tree Plaza
  - a. Adopt a resolution initiating proceedings for the formation of Hemet Landscape Maintenance District No. 102, Oak Tree Plaza, and the levy and collection of assessments within such district for FY 2017-2018 and ordering the preparation of an Engineer’s Report. **Resolution No. 4673**
  
15. **Recommendation by Finance** – Intention to form the Hemet Landscape Maintenance District No. 102, Oak Tree Plaza
  - a. Adopt a resolution declaring the intention to form the Hemet Landscape Maintenance District No. 102, Oak Tree Plaza, to levy and collect assessments within such district and preliminarily approving the Engineer’s Report for FY 2017-2018 and appointing the time and place for hearing protests. **Resolution No. 4674**
  
16. **Recommendation by Finance** – Initiating proceedings for the Formation of Hemet Streetlight Maintenance District No. 102, Oak Tree Plaza
  - b. Adopt a resolution initiating proceedings for the formation of Hemet Streetlight Maintenance District No. 102, Oak Tree Plaza, and the levy and collection of assessments within such district for FY 2017-2018 and ordering the preparation of an Engineer’s Report. **Resolution No. 4675**
  
17. **Recommendation by Finance** – Intention to form the Hemet Streetlight Maintenance District No. 102, Oak Tree Plaza
  - b. Adopt a resolution declaring the intention to form the Hemet Streetlight Maintenance District No. 102, Oak Tree Plaza, to levy and collect assessments within such district and preliminarily approving the Engineer’s Report for FY 2017-2018 and appointing the time and place for hearing protests. **Resolution No. 4676**

18. **Recommendation by Finance** – Declaration of City Vehicles, E-Waste and Equipment at Surplus
  - a. Declare a list of City vehicles and non-functioning equipment as surplus to be sold at auction.
19. **Recommendation by Community Development** – Third Amendment to Professional Services Agreement with CSG Consultants, Inc.
  - a. Approve the Third Amendment to the Professional Services Agreement between the City of Hemet and CSG Consultants, Inc., maintaining the original contract pricing and increasing the compensation by an additional \$5,000 for a total not to exceed contract amount of \$53,000; and
  - b. Authorize the City Manager to execute the Third Amendment to Professional Services Agreement with CSG, Inc. with funding allocated under the existing FY 15-16 Building Division budget and associated developer deposits.
20. **Recommendation by Community Development** – First Amendment to the Agreement for Services for preparation of the ADA Self-Evaluation & Transition Plan
  - a. Approve the First Amendment to the Agreement for Services between the City of Hemet and Disability Access Consultants, LLC, amending the scope of services to add Phase 2 of the work effort and increasing the compensation by an additional \$15,000 for a total not-to-exceed contract amount of \$84,850; and
  - b. Authorize the City Manager to execute the First Amendment to the Agreement for Services with Disability Access Consultants LLC, with funding allocated from the Plan under the existing FY 15-16 Building Division budget.
21. **Recommendation by Community Development** – Request for the City of Hemet to be a Concurring Party to the Memorandum of Agreement between CalTrans and the State Historic Preservation Officer regarding the State Route 79 Realignment Project
  - a. Authorize the Mayor to sign the MOA as a Concurring Party to the Agreement on behalf of the City of Hemet.
22. **Recommendation by Finance** – Notice of Completion, Project Completion and Final Change Orders – Sisk Rebuild Project
  - a. Accept the project and direct the City Clerk’s office to file a Notice of Completion with the County of Riverside Recorder’s Office; and
  - b. Approve Change Order #4 in the amount of \$41,814 plus 16 days and Change Order #5 in the amount of (\$2,497) to the contractor AVI-CON, Inc. dba CA Construction, increasing the contract amount to \$1,380,030; and
  - c. Authorize the City Manager to approve the change orders and authorize payment of the increased contract balance and retention due to AVI-CON, Inc. dba CA Construction; and
  - d. Approve Change Order #1 in the amount of \$20,735.07 and Change Order #2 in the amount of \$3,903.57 to Hamel Contracting, Inc. increasing the contract amount to \$74,638.64; and
  - e. Authorize the City Manager to approve the change orders and authorize payment of the increased contract balance due to Hamel Contracting, Inc.; and
  - f. Approve Change Order #1 in the amount of \$4,475 to Andreson Architect, Inc.; and

- g. Authorize the City Manager to approve the change order and authorize payment of the increased contract balance due to Andreson Architect, Inc.
- h. Authorize the Deputy City Manager/Administrative Services Director to establish a supplemental appropriation in General Facilities Fund 316.

Item Nos 12, 14, 15, 16 and 17 were removed from the Consent Calendar. **Mayor Pro Tem Raver moved and Council Member Youssef seconded a motion to approve the remaining Consent Calendar items as presented. Motion carried 4-0.**

Item No 12

**Council Member Milne**, asked about the bidding process and how many other bids were received.

**Kristen Jensen, Public Works Director**, the last formal bid was conducted in July 2015. The lowest bidder was Marina. The only other bid was received by Adame. We have been having problems with Marina and were considering terminating their contract when they requested to end their contract. Adame offered to accept the job at their bid rates. There is a slight increase due to added duties in the scope of work.

**Mayor Pro Tem Raver moved and Council Member Milne seconded the motion to approve this item as presented. Motion carried 4-0.**

Item No. 14 – 17

**Council Member Milne**, asked for clarification on this assessment.

**Kristen Jensen, Public Works Director**, Lighting & Landscaping Maintenance Districts are set up to be a mechanism to fund the maintenance approved by the development. Established costs for streetlighting and landscaping are assessed specifically to the properties that benefit and based on the number of parcels within the district boundaries.

**Council Member Milne**, confirmed that this assessment is for a specific area not the entire City.

**Mayor Wright**, asked who does the work.

**Ms. Jensen**, all of the Landscape Maintenance Districts are contracted out except Heartland which is done by City crews. City crews also maintain the City parks.

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

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## **Communications from the Public**

**William Whelan, Hemet**, expressed concern that the public's distrust in the City Council might make them vote no on Measure E.

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## **Discussion/Action Item**

- 23. **Discussion of Fiscal Year 2016-17 Proposed Budget** – Deputy City Manager/Administrative Services Director Hurst

*Discussion regarding this item, with possible direction to staff*

**Jessica Hurst, Deputy City Manager/Administrative Services Director**, gave the City Council a powerpoint presentation on the proposed 2016-17 annual budget and the budget timing. Conservative revenue projections were used in the preparation of the budget, as well

as, a reasonable level of expenditures to provide necessary services to the community. The proposed budget is consistent with the 5-year plan. The FY 2016/2017 General Fund deficit is \$348,518. General Fund Salary and benefits decreased by \$1,406,500. The major factors are a decrease of \$400,000 for overtime, a decrease of \$171,700 for PERS and a decrease of \$620,100 for Retiree Medical. The following proposed position changes resulted in a decrease of \$456,889: eliminate the Assistant City Manager/Economic Development; add an Executive Analyst; eliminate a Limited Term Sergeant; eliminate a Limited Term Investigator; add a Library Assistant II; and eliminate the City's Housing Program including a Housing Specialist. The proposed budget has an overall General Fund decrease of \$104,540 in Maintenance and Operations. The major factors are: \$10,000 decrease in Council travel; \$44,000 net decrease in Contract Services; \$13,000 increase for an online recruitment/application system; \$12,000 decrease in tourism program; and various decreases for one-time projects, including CIP. The proposed budget has an overall General Fund decrease of \$160,300 for the Internal Service Funds. The major factors are: \$271,900 decrease in City Attorney; \$254,900 decrease in IT/Telephone; \$298,100 increase in Liability Insurance; and \$68,400 increase in Equipment, Vehicle and Facility costs. The proposed budget includes an overall increase in General Fund Revenue of \$2,146,807. The major categories are: Sales Tax - \$390,000 (3.2%) increase; Property Tax - \$1,683,466 (16.4%) increase; and Development Fees - \$186,000 (8.2%) decrease. The proposed revenue for the Water Fund is \$11,133,300 with proposed expenditures of \$9,559,990 (not including CIP). Proposed positions changes are: eliminate Management Assistant and add an Executive Analyst. This budget will include an Emergency Services Fund, previously Emergency Services was allocated with IT, it is proposed for better tracking of reimbursable cost to separate the two functions. The Capital Improvement Plan (CIP) was approved by Council on April 26, 2016. All projects are to be funded through special revenue funds, grants, impact fees, internal services funds, etc. No projects are funded by the General Fund.

**Mayor Wright**, expressed concern with the proposal to eliminate the Housing Specialist. After having the opportunity to see the extensive workload of that position, Mayor Wright asked what money will be lost and who will do the work.

**Ms. Hurst**, there are other options for the programs. The work to wind down the programs will be done by other departments such as Finance.

The City Council discussed the Housing Programs and funding sources.

**Council Member Milne**, asked about the proposed position change in the Water Department.

**Ms. Hurst**, the job specifications allow more analytical tasks to be assigned to the position.

**Council Member Milne**, asked for an explanation for the increase in Equipment Maintenance costs.

**Ms. Hurst**, Equipment Maintenance is an internal service account that will vary from year to year and based on the number of vehicles. In prior years one mechanic was charged to Public Works Administration and should be charged to Equipment Maintenance. Facilities Maintenance is also an internal services account and based on square footage.

**Council Member Youssef**, asked about the decrease in the City Attorney's costs and if there is a change in their scope of work.

**Eric Vail, City Attorney**, there are a couple of changes this year. The number of slip and fall claims received have reduced. The City Attorney's office is now serving in a supportive role for negotiations. We are hoping that there won't be any campaign measures, or other elections costs.

The City Council and staff discussed internal service accounts to provide more clarification to the public. The City Council would like to see a different method use for cost allocation of the internal services departments. The City Council expressed concern that the departments have no control over the internal services costs that are included in their budgets.

**Mayor Pro Tem Raver**, is opposed to the elimination of the Housing Technician and the Housing Programs and feels this is an important part of the City's economic plan and serves a purpose to the residents especially seniors. Mayor Pro Tem Raver expressed concern with the budget format. In his opinion, the budget doesn't show the true costs and is therefore deceiving. The information is spread out all over the place and confusing if you don't have a degree in Finance. Mayor Pro Tem Raver does not expect staff to amend the format this fiscal year, however does expect a completely different budget format next fiscal year.

**Council Member Youssef**, disagreed with Mayor Pro Tem Raver. The budget shows exactly where the money is coming from and what funds are being affected. It would be more deceptive to not show an honest breakdown. There is an executive summary that shows the absolute costs including the year by year increased and decreases.

**Mayor Pro Tem Raver**, with Hemet growing in the future to over 110,000 residents staffing needs has to be discussed. There are going to be significant changes and organizationally we need to be ready to meet those needs.

The City Council and staff briefly discussed the Housing Programs and the City Manager's recommendation to eliminate the Housing Technician.

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## City Council Reports

### 24. 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)

Mayor Pro Tem Raver attended that RCTC meeting for Council Member Krupa. RCTC adopted their annual operating budget.

4. Watermaster Board

Mayor Pro Tem Raver attended the Watermaster Board meeting and gave the City Council on update on the State Legislature's requirement to form Groundwater Sustainability Agencies. Basins such as ours are not included, however, EMWD is exploring the options.

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)

Mayor Wright attended ICSC in Las Vegas. Council Member Krupa and City Manager Meyerhoff are still there.

Mayor Wright attended the Public Work's BBQ. The food was paid for by the Supervisors and Department Heads.

F. Ad-Hoc Committee Reports

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

There will be two more meetings then this committee will be dissolved.

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

Meeting to be scheduled.

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

Meeting to be scheduled.

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

The Committee met and will bring the recommendations at a subsequent meeting.

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

Meeting to be scheduled.

G. Assistant City Manager Brown

1. Manager's Reports
2. Council Meeting schedule for July and August

**The City Council agreed to cancel the August 9, 2016 Regular City Council Meeting.**

**Mayor Wright**, requested that Future Agenda Items be listed prior to Continued Closed Session Items on subsequent agendas.

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### **Future Agenda Items**

Presentation by EMWD on GSA's  
Report out from Strategic Planning  
Skate Park Committee – Ad-Hoc or Standing

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## Continued Closed Session

The City Council recessed to Closed Session at 8:44 p.m.

1. Conference with Labor Negotiators  
Pursuant to Government Code section 54957.6  
Agency designated representatives: *Assistant City Manager Brown*  
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*  
*Hemet Fire Fighters 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)

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Reconvened at 9:21 p.m.

### City Attorney Continued Closed Session Report

4. Conference with Labor Negotiators  
**Pursuant to Government Code section 54957.6**  
Agency designated representatives: *Assistant City Manager Brown*  
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*  
*Hemet Fire Fighters Association*

**The City Council received a briefing and gave direction on the bargaining units listed. There was no addition reportable action.**

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)

**The City Council authorized the City Manager to execute a Mutual Release of All Claims, Actions and Liens between AVI-Con, Inc., dba CA Construction Company and the City of Hemet. There was no additional reportable action.**

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### Adjournment

Adjourned at 9:23 p.m. to Tuesday, June 14, 2016 at 7:00 p.m.