



MINUTES

REGULAR MEETING OF THE HEMET CITY COUNCIL

June 28, 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, Mayor Pro Tem Raver and Mayor Wright

ABSENT: Council Members Milne and Youssef

Council Member Krupa moved and Mayor Pro Tem Raver seconded a motion to excuse Council Member Milne and Youssef. Motion carried 3-0.

Work Study

Discussion regarding this item, with possible direction to staff

1. Water Efficiency Rates Overview – Kristen Jensen, Public Works Director

Kristen Jensen, Public Works Director, gave the City Council an overview of Efficiency-Based Water Rates. Ms. Jensen explained the City's previous water rate structures. From 2007 to 2015 the City had a tiered rate structure, not increases in rates and moderate conservation enforcement. From 2015 to present the mandatory conservation was initially 32% and due to the San Juan Capistrano ruling the City went to a flat rate structure. Non-Drought and Drought rates were established based on mandatory conservation and heavy conservation enforcement was in place. The City also moved to monthly billing. Efficiency rates are being considered to create equality for all customers. The rates account for each household's circumstances. Efficient/non-efficient is different for each customer situation. Since conservation is not going away the rate structure has more flexibility in encouraging conservation during drought conditions. It creates revenue stability since fixed costs are covered in essential tiers and conservation costs are covered in excessive tiers. Ms. Jensen introduced Tom Ash from Inland Empire Utility Agency. Mr. Ash is currently on loan to SAWPA, serving as Grant Advisor. Mr. Ash has 30+ years experience and designed the first efficiency based system.

Tom Ash, a recent executive order by the Governor will make efficiency based measurement systems a long term State regulation by 2018. Efficiency-based rates (EBR) are designed to more reliably recover fixed water agency costs. Agencies with EBR are meeting financial needs even with drought restrictions. The rates are designed to better match the actual business of the water provider. EBR are designed to establish and "efficiency ethic" across all customer groups. EBR are, by definition, the most defensible rate structures for California. EBR are proportional to the property needs and business needs. 100% cost of service is the goal of any rate design. EBR are designed to be the most equitable rate design across all customers using state efficiency standards equation. EBR recognize each individual customer

situation (# of residents, size of landscape, weather). Mr. Ash explained the billing system equation used to set a customer efficiency target.

Council Member Youssef arrived at 6:12 p.m.

If the state re-implied the mandate, drought rates can be implemented equitably. EBR allow variances for kids home for the summer; parents that move in; and animals. The rates are tailored for the specific home situation. Newer development planned with lower water based landscaping will have one rate, while, older development and schools use more water and would be in another rate class. Allocation changes throughout the year. Customers and agencies that have moved to EBR are satisfied with the system. Any agency can implement this. It does take time and steps to get there. The agencies using EBR would not go back to flat or traditionally tiered rates. SAWPA will fund up to \$215,000 for all aspects of Hemet rate study and implementation. Start work on a rate study and supply SAWPA with the scope. Then show progress and timeline by December 31, 2016. The City can utilize SAWPA GIS data and Rate Advisor.

Mayor Pro Tem Raver, asked if EBR is a labor intensive project to implement. Does the \$215,000 include the cost to hire the personnel or contractor to help implement?

Mr. Ash, it is intended to pay for whatever it takes to get to the halfway point. SAWPA has on staff a Rate Consultant and the GIS data is being supplied free. A weather station is already in place from EMWD.

Ms. Jensen, part of the grant will pay Tyler Systems to start the programming for the City's financial software system. Staff is seeking direction and confirming that the City Council is still interested in exploring EBR. Through the conservation order, the City has a couple of extra positions that can help with this transition.

Mr. Ash, this presentation was meant to keep you informed. As we move through the process there will be more in depth conversations and City Council considerations.

Ms. Jensen, next steps will include policy decisions regarding the rates.

Council Member Krupa, asked if the EBR is only for residential.

Ms. Jensen, there will be a number of classifications, such as: residential, schools, institutions, restaurants and commercial. This will be part of the policy decisions and details that have to be worked out.

Council Member Youssef, asked if the SAWPA Grant was competitive and what happens if after the study the City chooses not to implement EBR.

Ms. Jensen, the City has been awarded the grant. If after the assessment is complete the City does not move forward with implementation there is no requirement to payback the funds.

Mayor Wright, I am very familiar with this grant and with EBR. I do not see a downside to this for Hemet. There is no financial risk.

Mr. Ash, the Governor's new executive order says that agencies need to be efficient all of the time. They feel this is the most efficient manner.

The City Council gave direction to staff to move forward with this process.

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 6:33 p.m.

2. 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

 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: *City Manager Meyerhoff*
Negotiating parties: *Page Plaza Partners, LLC or Assignee*
Under negotiation: Acquisition, Price and Terms
and
Property: *Property near Domengoni and Simpson Rd, APN: 465-140-032*
Agency negotiator: *City Manager Meyerhoff*
Negotiating parties: *iGlobal Enterprises Inc.*
Under negotiation: Acquisition, Price and Terms
-

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 and Youssef, Mayor Pro Tem Raver and Mayor Wright

ABSENT: Council Member Milne

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

OTHERS PRESENT: City Manager Meyerhoff, Assistant City Attorney Jex and City Clerk McComas

Invocation

Invocation was given by Krystyne Gray, Hemet-San Jacinto Interfaith Council.

Pledge of Allegiance

Pledge of Allegiance was led by Mayor Wright.

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

The City Attorney reported that there was no reportable action.

5. 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: *City Manager Meyerhoff*
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Under negotiation: Acquisition, Price and Terms

Council Member Youssef recused himself from the discussion regarding the Stetson and Sanderson property due to the close proximity to his primary residence.

The City Attorney reported that there was no reportable action.

City Council Business Consent Calendar

6. **Recommendation by Council Member Krupa** – Library Board Re-Appointment
 - a. Re-Appoint JoAnn Kuehl to Seat 1 on the Library Board in order to fill a term expiration. The term will end June 30, 2019.
7. **Approval of Minutes** – June 14, 2016
8. **Receive and File** – Investment Portfolio as of May 2016
9. **Receive and File** – Warrant Registers
 - a. Warrant register dated June 7, 2016 in the amount of \$2,963,612.42 and June 9, 2016 in the amount of \$711,110.67. Payroll for the period of May 9, 2016 to May 22, 2016 was \$586,625.50.
10. **Recommendation by Administration** – Ad-Hoc Committee Recommendation for Special Event Funding for 2016-2017 Fiscal Year
 - a. Approve the recommendation by the Special Events Ad-Hoc Committee to fund sponsored Special Events in the amount of \$50,000.

11. **Recommendation by City Clerk** – Calling Municipal Election
 - a. Adopt a resolution calling a consolidated Municipal election for November 8, 2016 and requesting that the County of Riverside conduct the election.
Resolution No. 4685

12. **Recommendation by City Clerk** – Adopting Regulations for Candidate Statements
 - a. Adopt a resolution adopting regulations for candidates for elective office pertaining to candidate’s statements and the costs incurred.
Resolution No. 4686

13. **Recommendation by Public Works** – Agreement for Janitorial Services with Merchant’s Building Maintenance
 - a. Approve award of Agreement for Janitorial Services to Merchants Building Maintenance of Pomona in an amount not to exceed \$74,000 annually beginning July 1, 2016; and
 - b. Authorize the City Manager to execute an Agreement for Janitorial Service with Merchants Building Maintenance effective July 1, 2016; and
 - c. Authorize the City Manager to establish a purchase order in support of this contract amount; and
 - d. Authorize the City Manager to execute necessary janitorial services change orders totaling \$90,000 for FY 15/16 janitorial services.

14. **Recommendation by Finance** –Agreement for Services with Carl Warren & Company
 - a. Approve an agreement with Carl Warren & Company to provide insurance claims administration for the City for a term of two years (July 1, 2016-June 30, 2018) at a flat rate of \$33,120 per year, plus the actual costs of obtaining documents, mileage reimbursements (at IRS rate), and other miscellaneous expenses.

15. **Recommendation by Engineering** – On Call Plan Check Services with Engineering Resources of Southern California, Inc.
 - a. Approve a Professional Services Agreement with Engineering Resources of Southern California, Inc. of Hemet to provide engineering plan check services in the amount of \$270,000; and
 - b. Authorize the City Manager to execute the three (3) year contract and to extend the agreement for up to two (2) additional one (1) year extensions at the City’s option consistent with future approved budgets.

16. **Recommendation by Engineering** – On Call Plan Check Services with CASC Engineering and Consulting, Inc.
 - a. Approve a Professional Services Agreement with CASC Engineering and Consulting, Inc. of Colton to provide engineering plan check services in the amount of \$90,000; and
 - b. Authorize the City Manager to execute the three (3) year contract and to extend the agreement for up to two (2) additional one (1) year extensions at the City’s option consistent with future approved budgets.

17. **Recommendation by Engineering** – Parcel Map 37098-1
 - a. Adopt a resolution approving a subdivision Improvement Agreement Security and Final Parcel Map No. 37098-1 located at the southeast corner of Warren Road and Auto Boulevard within the Hemet Auto Mall Specific Plan Area.
Resolution No. 4687; and
 - b. Authorize the City Manager to sign the Subdivision Improvement Agreement.

18. **Recommendation by Library** – Acceptance of Donation of \$15,000 to fund part-time Library Assistant I
 - a. Accept a donation of \$15,000 from the Friends of the Hemet Public Library and the H & H Lee Charitable Foundation; and
 - b. Authorize a part-time, limited term Library Assistant I position FY 2016-2017; and
 - c. Authorize the Deputy City Manager/Administrative Services Director to establish an appropriation for \$15,000 for a part-time, limited term Library Assistant I position.

19. **Recommendation by Public Works** – Traffic Signal Maintenance Service
 - a. Authorize the City Manager to execute a purchase order in the total amount of \$65,000 for traffic signal maintenance services with Computer Service Company of Baldwin Park.

20. **Recommendation by Community Development** – First Amendment to the Agreement for Services with BLMA, Inc.
 - a. Approve the First Amendment to the Agreement for Services between the City of Hemet and BMLA, Inc. for contract for planning assistance regarding the Hemet Downtown Specific Plan Project extending the term of the contract to June 30, 2017.

21. **Recommendation by Community Development** – Fourth Amendment to Agreement for Consultant Services with Moore, Iacofano, Gottsman, Inc.
 - a. Approve the Fourth Amendment to the Consultant Services Agreement between the City of Hemet and Moore, Iacofano, Gottsman, Inc. (MIG) to extend the term of the Agreement to September 30, 2016 for contract planning services.

22. **Recommendation by Fire** – Contract Services between the City of Hemet and CSG Consultants, Inc.
 - a. Authorize the City Manager to execute the Contract Agreement with CSG Consultants, Inc. and the City of Hemet for Plan Review, Inspection and Code Services.

23. **Recommendation by Police** – School Resources Officers (SRO) for 2016-2017 with Hemet Unified School District (HUSD)
 - a. Authorize the City Manager to enter into an agreement with Hemet Unified School District for School Resources Officers for the 2016-2017 school year in the amount of \$553,434.39.

24. **Recommendation by Finance** – Consultant Services Agreement for Lighting and Landscape Maintenance District Formation and Administration and Community Facilities District Administration with Psomas
- a. Authorize the City Manager to execute an Amendment to the existing Agreement for Services with Psomas to provide: Lighting and Landscape Maintenance District (L&LMD) and Community Facilities District (CFD) administration services in an amount not to exceed \$61,884 annually; Weed Abatement Assessment administration services in an amount not to exceed \$5,000; and Lighting and Landscape Maintenance District Formation services based on set fees.
25. **Recommendation by Police** – Animal Control Services Contract
- a. Authorize the City Manager to extend the current Animal Field Services and Sheltering Agreement with the Ramona Humane Society, Inc. for an additional one (1) year term.

Item Nos. 10, 17, 18, 19 and 25 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 4-0.**

Item No. 10

Mayor Wright, reiterated the Committee’s priorities. The events were ranked and priority was given to those that enhanced Hemet’s quality of life and contributed to the economic development.

Council Member Youssef, the financial stability of the organization was requested and taken into consideration.

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

Item No. 17

Steve Latino, Engineering Director/City Engineer, this is the first phase for the extension of the Auto Mall. The resolution approves the Subdivision Agreement and Final Parcel Map.

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

Item No. 18

Kathye Caines, Senior Librarian, the Friends of the Library generously donated \$15,000 to temporarily fund an employee in the Circulation Department for one year.

Mayor Wright, the Friends of the Library has been the heart and soul of the library, thank you for all you do.

Council Member Youssef, even with the economic downturn, the Friends of the Library weathered the storm with us.

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

Item No. 19

Council Member Krupa, asked how this will affect the Caltrans controlled signals.

Steve Latino, Engineering Director/City Engineer, Caltrans has a fixed cycle on their signals. Staff will coordinate with them on the jointly controlled intersections.

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

Item No. 25

Council Member Krupa, requested that Ramona Humane Society give the City Council an annual report of services provided.

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

Communications from the Public

Jim Pangrazzi, San Jacinto, after doing some research Mr. Pangrazzi concurs with the City's decision to not contract with CalFire. Mr. Pangrazzi confirmed that the City of San Jacinto still has three radio frequencies, one for public works and the other two for public service. The equipment, including the antennas, is still in place at the station and at North Mountain.

John Sabo, Hemet, the public didn't vote for Measure E because of the employee's wages specifically the Police Chief at \$308,000 a year. The other concern is the number of boarded up buildings.

Police Chief Brown, confirmed that he does not make \$308,000 per year. The employees of Hemet Police Department top to bottom makes 17% to 72% less than our colleagues in this County.

Public Hearing

26. **Existing Hemet Streetlight and Landscape Maintenance Districts for Fiscal Year 2016-2017** - Deputy City Manager/Administrative Services Director Hurst

- a. Conduct a public hearing; and
- b. Adopt resolutions approving the Engineer's Report and the levy and collection of assessments for the existing Hemet Streetlight and Landscape Maintenance Districts for FY 2016-2017.

Resolution Nos. 4688, 4689, 4690 and 4691

Jessica Hurst, Deputy City Manager/Administrative Services Director, on June 14, 2016 the City Council adopted resolutions initiating proceedings and preliminarily approving the Engineer's Report. This action will approve the final Annual Engineer's Report and order the levy and collection of assessments for the Existing Streetlight and Landscape Maintenance Districts for the Fiscal Year 2016-2017.

Mayor Wright declared the Public Hearing opened at 7:31 p.m.

There were no public comments presented at this time.

Mayor Wright declared the Public Hearing closed at 7:32 p.m.

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

27. **Levy of Delinquent Solid Waste Hauling Fees and Charges for Calendar Year**

2015 - Deputy City Manager/Administrative Services Director Hurst

- a. Conduct a public hearing to consider placement of Calendar Year 2015 Delinquent Solid Waste Collection Fees on the Riverside County Property Tax Roll; and
- b. Address any objections or protests received; and
- c. Adopt a resolution confirming and authorizing levy of delinquent sold waste fees as a special assessment. **Resolution No. 4692**

Jessica Hurst, Deputy City Manager/Administrative Services Director, this resolution will approve the placement of the 2015 delinquent solid waste collection fees on the property tax roll in the amount of \$190,049.13.

Council Member Krupa, confirmed that these fees will be on the December property tax bill. Council Member Krupa also asked if staff knew how many of the delinquent fees were for rental properties that information might be of assistance to for ROCS enforcement.

Kristen Jensen, Public Works Director, these rates are for all or a portion of the bills for service for calendar year 2015. A list of rental properties is not available at this time, however, both renter and property owner are notified of delinquent fees.

Nicole Morgan, CR&R, will look into the ability to provide a list of rentals.

Council Member Youssef, asked if the dollar amount of delinquent fees has reduced since last calendar year.

Ms. Hurst, 2014's delinquent fees were \$114,000.

Mayor Wright declared the Public Hearing opened at 7:37 p.m.

Roberto Sanchez, Hemet, requested an extension. Mr. Sanchez is a landlord and refuse is the responsibility of the renter.

Ms. Morgan, CR&R, gave Mr. Sanchez a contact at CR&R.

Hector Lalyre, Hemet, expressed concern with the rate, renter didn't pay the utility bill or the rent. Mr. Lalyre disagrees with it being placed on his property tax bill.

Sara Gomez de Rodriquez, Hemet, as a homeowner I had to pay \$575 for trash left by my renter and this bill on top of that. The renters didn't pay the bill so their trash was not picked up by CR&R.

Ms. Morgan, refuse service is mandatory in Hemet. If there is a can it is picked up and serviced.

Tom Jex, Assistant City Manager, the role of the City Council is only to approve the placement of the items on the tax roll.

Lori VanArsdale, Hemet, as a landlord, the tenants order service that the property is not aware of. They property owners are not notified immediately of delinquency. We have a house that is not rented out but service has to be paid for. There are some things in the original contract that should be reconsidered.

Ms. Morgan, property owners are notified 35 days after the fees are delinquent. Roll offs are prepaid and not included on property bill. The first payment is due in advance.

Ms. Jensen, there are provisions for temporary vacation periods and also for homes that are vacant. Once CR&R is notified, verification is confirmed by City staff. When drivers pick up from a home without an active account, property owners are notified.

Mayor Wright declared the Public Hearing closed at 7:53 p.m.

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

28. **Zoning Ordinance Amendment 16-003** – Community Development Director Elliano
- a. Conduct a public hearing; and
 - b. Introduce, read by title only and waive further reading on an ordinance repealing Section 90-6.5 of Chapter 90 (Zoning) of the Hemet Municipal Code eliminating duplication and inconsistencies with the land use tables in the zoning district sections. **Ordinance Bill No. 16-036**

Deanna Elliano, Community Development Director, this ordinance amendment is to clean up duplications and inconsistencies in the municipal code.

Mayor Wright declared the Public Hearing opened at 7:54 p.m.

There were no public comments presented at this time.

Mayor Wright declared the Public Hearing closed at 7:54 p.m.

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

Ordinance was read by title only.

Discussion/Action Item

29. **Request for Quote/Contract Proposal – Fire and EMS Dispatch Services City of San Jacinto** - Fire Chief Brown and Police Chief Brown
- a. Deny formal request for quote/contract proposal for Fire and EMS Dispatch Services from the City of San Jacinto as presented; and
 - b. Consider policy level discussion and potential for future discussions with the City of San Jacinto on the feasibility of joint public safety service delivery.

Fire Chief Brown, gave the City Council a powerpoint presentation regarding a request for quote/contract proposal from the City of San Jacinto for Fire and EMS Dispatch Services. Public Safety is #1 priority for the Hemet City Council. City of Hemet is a good neighbor and committed locally and as a regional partner as part of the mutual aid system. The City is committed to local control for its public safety services. Hemet's public safety communication center is one of six in the County and a valuable asset to both Fire and Police. The City of San Jacinto has been in active negotiations with Idyllwild Fire Protection District discussing the feasibility of forming a Joint Power Authority to provide Fire Services. The City was first notified in early May by Idyllwild of these discussions and their intent to enter into an agreement for said services with San Jacinto. On June 7, 2016, the San Jacinto City Council took formal action, authorizing staff to initiate formal discussions with Idyllwild to establish a (JPA) to provide Fire Services to the City. On June 10 the City of San Jacinto sent a Request for quote/contract proposal for Fire and EMS Dispatch Services to the City of Hemet. A meeting to negotiate an extension of San Jacinto's current fire contract with Cal Fire, scheduled for June 13 was cancelled. On June 15 a meeting was scheduled to address the extension of the current Cal Fire contract to provide Fire-EMS Services. The San Jacinto City Council approved a 1-year extension of the current contract with Cal Fire, set to expire on June 30, 2016. It would be irresponsible to enter into discussions/negotiations regarding emergency services due to contractual obligations currently in place with Cal Fire and the County of Riverside, unless formally requested by the City of San Jacinto. The City should remain open to future discussion with the City of San Jacinto about the benefits of a valley wide public safety service delivery system. These discussions should not be limited to dispatch, they should include a comprehensive study that includes but not limited to: fiscal

efficiencies; organizational structure (functional and operational consolidation, unification/merger and regional/sub-regional service delivery options); selection and deployment of apparatus by type/special units or other resources; and professional standards of the men and women that provide that service. Staff is recommending that the City Council deny formal request for quote/contract proposal for Fire and EMS Dispatch Services from the City of San Jacinto as presented; and consider policy level discussions with the City of San Jacinto on the feasibility of joint public safety service delivery. 20 days is not ample to do an analysis and provide the service.

Council Member Youssef, this request came up very quickly with an even quicker response time. We want to be good neighbors, however, if we decide to partner in the future it needs to be beneficial to the City as well. The City would be assuming the liability and the financial burden of the employees. I would not be in a favor off shifting the long term liability onto the City of Hemet. That would need to be a consideration. It has to be mutually beneficial and a benefit to the residents of Hemet also.

Chief Brown, it took three to four years to legislatively form the OCFJPA. It will take long and detailed policy level discussions to get you where you want. The timing was key to not being able to respond appropriately.

Council Member Krupa, agrees with the decision to deny. Council Member Krupa thanked Chief Scott for taking to time to analyze it. Joint services need to be considered carefully, to assure they are legal and beneficial.

Mayor Pro Tem Raver, agrees with Council Member Youssef. Service levels and staffing for public safety need to be addressed. The valley needs a financial mechanism to enhance public safety. The crimes occurring and the number of officer injuries are unacceptable. We need to re-visit the possibility of a public safety tax as soon as possible. We need to look into a public safety special district for this valley. I applaud San Jacinto for looking at alternate ways to provide the services. Mayor Pro Tem Raver is proud of the men and women that serve the community. The City is trying to provide you the best level of service possible.

Mayor Wright, the staffing issues and the safety of our department is the first priority of this Council. We may take on a collaborative effort in the future but, before that we need to take care of our own.

Jim Pangrazzi, San Jacinto, I can't blame the Chief's for their recommendation. This problem or need will not go away.

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

30. **Temporary Grace Period for Delinquent Water Utility Bills** – City Manager Meyerhoff

- a. Adopt a resolution establishing a temporary grace period for delinquent water utility bills. **Resolution No. 4693**

Alex Meyerhoff, City Manager, recommended that the City Council adopt a resolution establishing a grace period for delinquent water bills until August 31, 2016. With the shift from bi-monthly billing to monthly billing the \$31.00 late fee has become a burden to some utility customers.

Council Member Krupa, recommended that the grace period be extended beyond August 31st and be retroactive. Council Member Krupa asked about the policy to address the concern in the future.

Jackie Vaughn-Codiga, explained the process, when the late fee is assessed and when the water is shut off.

Mayor Wright, expressed concern that the due date is right before many of the customers receive their social security checks. Mayor Wright asked about a grace period and suggested that the billing date or the due date be changed to assist with this issue.

Ms. Hurst, expressed concern with handling customers on a case by case basis without a policy. Ms. Hurst suggested a policy change delaying the period of time due to 31 days. The late fee of \$31.00 will be re-visited next time the fees are updated. Ms. Hurst suggested that the City Council adopt this resolution and staff will bring back recommendations by August 31st.

Council Member Krupa, recommended that the temporary grace period be through October 31, 2016 and retroactive to March 21, 2016.

Ms. Vaughn-Codiga, a 2nd computer is available to help customers paying with credit cards payments.

Council Member Youssef, suggested alternatives such as, postal annexes and ATM type machines that allowed billing transactions.

Ms. Hurst, staff is looking into options.

Council Member Krupa moved and Council Member Youssef seconded a motion to approve this item extending the expiration date to October 31, 2016 and refunding late fees retroactively to March 21, 2016. Motion carried 4-0.

City Council Reports

31. CITY COUNCIL REPORTS AND COMMENTS

A. Council Member Krupa

1. Riverside Conservation Authority (RCA)
2. Ramona Bowl Association

Last performance of Beauty and the Beast, it was wonderful.

Summer concert series, Thursday's at 8:00 p.m. July 7, 14, 21 and 28.

3. Riverside Transit Agency (RTA)
4. Watermaster Board
5. Library Board

Summer reading program is in full swing.

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

Council Member Youssef, announced that United Way's Celebrity Karaoke is July 22nd at Soboba Country Club. Council Member Youssef and Fire Chief Brown will be judges.

D. Mayor Pro Tem Raver

1. Traffic and Parking Commission
2. Riverside Transit Agency (RTA)

Mayor Wright, announced that students ride this RTA buses for \$0.25 all summer long.

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)

Mayor Wright attended WRCOG's Annual Meeting and was impressed with Julia Gillard, former Prime Minister of Australia. TUMF increase was discussed at the executive meeting. WRCOG recommended automatic annual increase and that did not get approved.

Mayor Wright attended the Hemet-San Jacinto Chamber of Commerce Olympus Awards, Fire Chief Brown was named "Man of the Year".

Mayor Wright attended the Bow Wow Luau for Ramona Humane Society.

Mayor Wright announced that the City has openings on the Library Board and Park Commission.

F. Ad-Hoc Committee Reports

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

Next meeting is June 29th, presentation of an MOU will be forthcoming

2. Grant Ad-Hoc Committee (June 23, 2015)
3. Homeless Ad-Hoc Committee (February 9, 2016)

Next meeting, July 18th with the County and other stakeholders.

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

Council Member Youssef moved and Mayor Pro Tem Raver seconded a motion to disband the Special Events Ad-Hoc Committee. Motion carried 4-0.

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

Mayor Wright, requested the formation of a Skate Plaza Ad-Hoc Committee and explained that the committee will work on design elements, location, determination, size, external funding sources, legal obligations and possible partnership.

Mayor Pro Tem Raver moved and Council Member Youssef seconded a motion to establish the committee and appoint Council Member Youssef and Mayor Wright to serve. Motion carried 4-0.

G. City Manager Meyerhoff

1. Manager's Reports
2. Staff Spotlight
3. Public Safety Update
4. Update on Future Agenda Items

City Manager Meyerhoff, announced that the City Council will hold their next Strategic Planning Session on Saturday, July 16th at 8:00 a.m. to 1:00 p.m. at the Library Upstairs.

Future Agenda Items

Council Member Krupa, asked why the Police Department hires and sends recruits to the Academy, but not Fire.

City Manager Meyerhoff, staff is currently working on new job descriptions for the Fire Department to include entry level and senior management positions.

Adjournment

Adjourned at 8:47 p.m, to Tuesday, July 12, 2016 at 7:00 p.m.