

City of Grand Terrace

From the City Manager

11/30/2015

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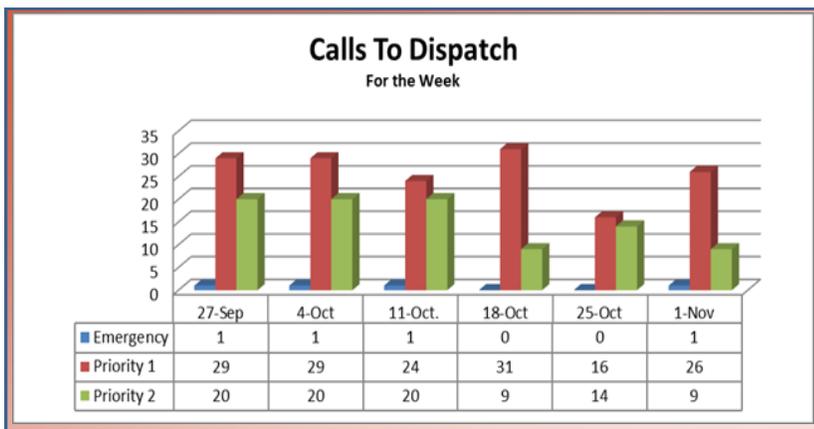
October City Council Roundup

Council Appropriates More Money for 2015/16 Budget

The City Council approved the use of an additional \$471,000 for the 2015/16 budget. The revenue was surplus from last year's budget. Staff recommended the Council appropriate \$471,000 into this year's budget, with \$235,000 for im-

mediate release to support an increase in Public Safety Services, Child Care Equipment, Holiday Decorations, Youth-in-Government Programs and City Hall Plant Maintenance. programs include: A City Wide Camera Project, Weekend Code Enforcement, Summer Recreation and Youth Employment Program, Senior Bus Program, Business Incubator and Soccer Field Maintenance.

An additional \$87,000 was ap-



mediate release to support an increase in Public Safety Services, Child Care Equipment, Holiday Decorations, Youth-in-Government Programs and City Hall Plant Maintenance.

In that same action, staff will be returning to Council with Council reports to fund the following Council approved action at an estimated expense of approximately \$155,000. The

proved by Council but staff may have alternative funding sources. The programs consist of a Sidewalk Inspection Program, New Internet Site, Maintenance at the Fire Station, and Tree Trimming Inspection Program. If alternate sources are found, the unused funds will be returned to City Fund Balance.

Purpose of the Council Roundup Newsletter

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The City Council monthly Roundup is a brief descriptions of the actions taken by the City Council during the month. Residents that want a more detailed description of the events that occurred during the Council meeting should review minutes, watch council meetings live on Channel 3, or review meetings on demand at the City's YouTube Channel –

<http://tinyurl.com/youtube-grandterrace-ca>

The Council Roundup newsletter is not an official record of the Council's actions during the monthly meeting. Council reports for all items within the newsletter can be reviewed by visiting the City's webpage at: www.grandterrace-ca.gov/

Thank you,

G. Harold Duffey

City Manager

Housing Element Requirements

State law requires that each city adopt a General Plan to guide land use and development. Among the various “elements” of the General Plan is the Housing Element, which provides an overarching statement of City policies and programs for maintaining and improving existing housing, and accommodating development of new housing to meet the needs of the region’s growing population. City completed its Housing Element and submitted it to the regulatory authority, California Department of Housing and Community Development (HCD). An opinion was issued regarding its compliance with state law.

January 28, 2014 the City Council adopted the Housing Element. The adopted element was then submitted to HCD for final review pursuant to state law. In its review letter of March 17, 2014 HCD found that revisions to the adopted Housing Element are required in order to fully comply with state requirements. A key provision of state housing law is that every city must zone sufficient land for multi-family housing to accommodate its assigned need as identified in the Regional Housing Needs Assessment (RHNA –check). When sufficient sites are not identified, land must be rezoned to create additional capacity for multi-family housing. The Council discussed how to meet the RHNA without compromising its standards for quality housing within the City of Grand Terrace.

October 13, 2015

Monthly Check Register

The City Council approved the monthly Check Register No. 09302015 in the Amount of \$1,566,941.92. The register is a list of all checks released for payment for normal City operations. The report identified all checks over \$10,000.00:

Payments larger than \$10,000:

| <u>Check No.</u> | <u>Payee</u> | <u>Description</u> | <u>Amount</u> |
|--|--------------------------------|--|------------------------------|
| 71943 | CA PUB EMPLOYEES RETIRE SYSTEM | SEP PERS HEALTH INSURANCE | \$11,293.12 |
| 71945 | CITY OF SAN BERNARDINO | AUG ANIMAL CONTROL SRVCS & SHELTER | 12,461.00 |
| 71957 | ROQUET PAVING INC | STREET MAINTENANCE SVCS – VARIOUS LOCATIONS | 32,201.93 |
| 71959 | SB COUNTY SHERIFF | SEP 2015 LAW ENFORCEMENT SRV | 140,352.00 |
| 71991 | WILLDAN FINANCIAL SERVICES | AUG FINANCE DEPARTMENT SERVICES | 31,075.40 |
| 71997 | CA PUB EMPLOYEES RETIRE SYSTEM | OCT PERS HEALTH INSURANCE | 13,397.53 |
| 71999 | CITY OF SAN BERNARDINO | SEP ANIMAL CONTROL SRVCS & SHELTER | 12,461.00 |
| 72033 | SB COUNTY SHERIFF | 2 ND & 3 RD QTR LAW ENFORCEMENT SVCS | 14,310.18 |
| 9012015 | US BANK TRUST NATL ASSOC | SEP 2011A&B TAX ALLOCATION BONDS DEBT SVCS PYMT | 1,159,002.26 |
| TOTAL CHECKS ISSUED OVER \$10,000 | | | <u>\$1,426,554.42</u> |

Monthly Financial Report

The City Council received its monthly report from the Finance Department for the Month of August. Based on revenues and expenditures received during the same period last year, the revenue and expenditures over the first two months of this fiscal year, staff believes this year’s budget is on target and will

result in a balanced budget for 2015/16.

Council OK’s More Money for Streets

City Council amended a contract with Roquet Paving, Inc. RP Construction, formerly Roquet Paving, has an ongoing road maintenance contract for emergency road repairs. However, this year the

City proactively repaired a number of potholes on major arterial streets in the City. The proactive measure used up this year’s emergency road repair budget. Therefore, staff went before the City Council to request additional funding in the amount of \$50,000 to be adequately prepared for the remainder of the fiscal year. Staff also identified that ample funds were available for road repairs, staff needs authoriza-

Amendment to Fireworks Ordinance

On September 22, 2015, the City Council introduced an ordinance to amend Chapter 8.112 (Fireworks) of the Municipal Code to regulate the sale and use of safe and sane fireworks, including the establishment of a temporary fireworks stand for retail sale of safe and sane fireworks, and the dates that the fireworks can be sold and discharged. The Council also increased fines for use of illegal fireworks in the City of Grand Terrace. This was the second reading of the Ordinance. Due to staff error, the motion approved by Council was not the item before Council and the item was reintroduced and at the October 13, 2015 meeting and approved on October 27, 2015 meeting.

Council Approves Fee Waiver for Foundation

The City Council waived Special Event and Facility Use Fees of \$1,130.00 for the Foundation of Grand Terrace's use of Richard Rollins Park for the community's annual Halloween Festival. The event included music, snacks, game booths and a dog costume

contest. The bulk of the fees include full cost recovery for staff time and clean-up of the park after the event. Staff recommended the Council approve the fee waiver because the Foundation and other community volunteers are assisting with the City's overall mission to enhance citizens' quality of life with quality community programs within the City's overall fiscal constraints.

Marketing of Redevelopment Property

The City Council approved an agreement to hire Rosenow. Spevacek Group (RSG) to market former Redevelopment Agency Property, which was recently approved for the City to move forward to develop, when the State approved the City of Grand Terrace's Long Range Property Management Plan (LRPMP). RSG will market the property for the highest and best commercial usage. The State required all communities with Redevelopment Agencies to submit an LRPMP if it held redevelopment property and did not have an existing contract for development. The total contract amount is \$33,600.

PCN Approved For Exotic Meats and Wine

On April 8, 2015, the City of Grand Terrace Community Development Department approved Land Use 15-10 at 12210 Michigan St, Unit 13 to allow a "warehouse" type retail use. The business sells exotic meats, other foods. Customers place orders at the front office portion of the space and the employees fill the orders by pulling the items from warehouse stock. Items can also be purchased online and orders filled in the same manner. The applicant sells exotic meats such as iguana, kangaroo, alligator, buffalo and more, and would like to sell specialty beers and wines made from exotic fruits and spices (microbrewed)

The applicant cannot receive the desired liquor license because of an over concentration of businesses that sell alcohol within the census tract. Therefore the applicant must obtain a finding of Public Convenience or Necessity (PCN). However, it should be noted that over-concentration does not mean that the negative or adverse impacts have occurred within the census tract; just that based on the ratio used, there are more licenses existing than mathematically permitted.

Council Approves Contract with Progressive Solutions Inc.

The City has an ongoing software maintenance contract with Progressive Solutions, Inc. (PSI) for Code Track, Pet Track, License Track and Cashier Track. The system is the key component for the City to track its licensing programs. The modification to the existing contract will allow the City to include a Dashboard Interface to the existing software. Dashboard provides advanced graphical statistics reports and would provide greater efficiency, since the statistical would no longer need to be manually compiled. The Dashboard software would add an additional \$1,000 to the PSI software maintenance cots, bringing the annual total of the PSI contract to \$11,123.68.

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From the City Manager

G. Harold Duffey

22795 Barton Road

Mayor

Darcy McNaboe

Mayor Pro Tem

Sylvia Robles

Council Member

Jackie Mitchell

Council Member

Doug Wilson

Council Member

Bill Hussey



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[Recipient Address]