



**Regular City Council
Meeting Agenda
July 13, 2015 - 6:00 PM**

City Council Chambers - Yucaipa City Hall
34272 Yucaipa Blvd., Yucaipa, California

THE CITY OF YUCAIPA COMPLIES WITH THE AMERICANS WITH DISABILITIES ACT OF 1990. IF YOU REQUIRE SPECIAL ASSISTANCE TO ATTEND OR PARTICIPATE IN THIS MEETING, PLEASE CALL THE CITY CLERK'S DEPARTMENT AT (909) 797-2489 AT LEAST 48-HOURS PRIOR TO THE MEETING.

ANY PUBLIC WRITINGS DISTRIBUTED BY THE CITY TO AT LEAST A MAJORITY OF THE COUNCILMEMBERS REGARDING ANY ITEM ON THIS REGULAR MEETING AGENDA WILL BE MADE AVAILABLE AT THE PUBLIC RECEPTION COUNTER AT CITY HALL, LOCATED AT 34272 YUCAIPA BOULEVARD, DURING NORMAL BUSINESS HOURS.

IF YOU WISH TO ADDRESS THE COUNCIL DURING THE MEETING, PLEASE COMPLETE A SPEAKERS FORM AND RETURN IT TO THE CITY CLERK PRIOR TO THE BEGINNING OF THE MEETING. THERE IS A THREE-MINUTE TIME LIMIT FOR SPEAKING.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EMPLOYEE INTRODUCTION

CONSENT AGENDA

The following Consent Agenda items are expected to be routine and non-controversial. Council will act upon them, at one time, without discussion. Any Councilmember or staff member may request removal of an item from the Consent Agenda for discussion.

The title is deemed to be read and further reading waived on any ordinance listed on the Consent Agenda for second reading and adoption.

P.9 **1. SUBJECT: APPROVE COUNCIL MINUTES OF JUNE 22, 2015**

RECOMMENDATION: That City Council approve City Council Minutes of June 22, 2015.

P. 20 **2.** **SUBJECT:** SPECIAL ASSESSMENT FOR YUCAIPA PARAMEDIC PROGRAM

RECOMMENDATION: That City Council adopt Resolution Number 2015-35, fixing the Special Tax for fiscal year 2015-2016 for the Yucaipa Paramedic Program at the following rates;

Residential Dwelling Unit	\$52
Small Commercial Unit	\$78
Large Commercial Unit (> 10,000 sq. ft.)	\$156
Residential Care Facility	\$78 plus \$3 per bed over 26

P. 38 **3.** **SUBJECT:** LEVY OF SPECIAL TAXES WITHIN COMMUNITY FACILITIES DISTRICT NO. 98-1 OF THE CITY OF YUCAIPA (CHAPMAN HEIGHTS) FOR FISCAL YEAR 2015-2016

RECOMMENDATION: That City Council adopt Resolution No. 2015-36 authorizing the levy of special taxes within Community Facilities District No. 98-1 of the City of Yucaipa (Chapman Heights) for Fiscal Year 2015-2016.

P. 45 **4.** **SUBJECT:** ACCEPTANCE OF CONTRACT WORK - 2014-2015 SLURRY SEAL PROGRAM- PROJECT NO. 10946

RECOMMENDATION: That City Council:

1. Accept the contract and extension work completed by Doug Martin Contracting, Inc. of La Habra, CA. for the 2014-2015 Slurry Seal Program– Project No. 10946 in the amount of \$159,386.05; and
2. Approve the final payment for the project; and
3. Authorize the recordation of the Notice of Completion.

P. 49 **5.** **SUBJECT:** FACILITY LEASE AGREEMENT FOR CITY PROPERTY LOCATED AT 33994 AVENUE E

RECOMMENDATION: That City Council approve and authorize the Mayor to execute a Facility Lease Agreement between the City of Yucaipa and the Heartland Players Theatre Company, Inc. for the City facility located at 33994 Avenue E.

P. 81 **6.** **SUBJECT:** RESOLUTION IDENTIFYING THE CITY OF YUCAIPA'S FEDERAL AND STATE FUNDED CAPITAL IMPROVEMENT PROGRAM PROJECTS SUBJECT TO THE AGENCY-STATE MASTER AGREEMENT NO. 08-5457

RECOMMENDATION: That City Council adopt Resolution No. 2015-37 identifying the City of Yucaipa's Federal and State Funded Capital Improvement Program (CIP) projects subject to the executed Agency-State Master Agreement No. 08-5457 for Federal-Aid projects between the California Department of Transportation (Caltrans) and the City of Yucaipa.

P. 85 7. **SUBJECT:** AUTHORIZATION TO APPLY FOR FUNDING FROM THE ENVIRONMENTAL ENHANCEMENT AND MITIGATION GRANT PROGRAM – OAK GLEN ROAD ENVIRONMENTAL ENHANCEMENT AND MITIGATION PROJECT

RECOMMENDATION: That the City Council adopt Resolution No. 2015-34 approving and authorizing the submittal of a grant application requesting \$400,000 in funding for the construction and development of the Oak Glen Road Environmental Enhancement and Mitigation Project from the Environmental Enhancement and Mitigation Grant Program.

P. 92 8. **SUBJECT:** APPROVE FINAL TRACT MAP NO. 16030, AUTHORIZE RECORDATION AND ACCEPT SECURITIES FROM BOWLUS-PACIFIC VENTURES, LLC

RECOMMENDATION: That City Council approve Final Tract Map No. 16030, authorize recording of the map and accept securities from Bowlus-Pacific Ventures, LLC.

P. 95 9. **SUBJECT:** PAID SICK LEAVE POLICY FOR PART-TIME, TEMPORARY EMPLOYEES

RECOMMENDATION: That City Council adopt the City of Yucaipa Paid Sick Leave Administrative Policy and Procedure pursuant to AB 1522 for part-time, temporary employees.

PUBLIC COMMENT

MAYOR AND COUNCILMEMBER BUSINESS (REPORTS)

P. 101 10. **SUBJECT:** COMMUNITY ACTIVITY GRANT ACCOUNTABILITY REPORT FOR FISCAL YEAR 2014/2015 GRANT CYCLE AND FISCAL YEAR 2015/2016 IN-KIND GRANT REQUESTS FROM THE GIRL SCOUT TROOP #1752, #2106, AND #2122 AND YUCAIPA VALLEY CHAMBER OF COMMERCE.

RECOMMENDATION: That City Council:

1. Receive the FY 2014/2015 Community Activity Grant Accountability Report and deem the program requirements complete for the Yucaipa Valley Chamber of Commerce – 23rd Annual State of the City Luncheon, Chamber of Commerce – FY 2014/2015 Certified Farmers Market, Chamber of Commerce – Yucaipa First! Program, Yucaipa High School – 5th Annual Film Festival, Girl Scout Troop #1752 and Girls Scout Troop #2106; and
2. Review and consider the FY 2015/2016 Community Activity Grant Application submitted by Girl Scout of San Gorgonio Troop #1752 requesting \$1,350 for in-kind support; and
3. Review and consider the FY 2015/2016 Community Activity Grant Application submitted by Girl Scout of San Gorgonio Troop #2106 requesting \$1,000 for in-kind support; and
4. Review and consider the FY 2015/2016 Community Activity Grant Application submitted by Girl Scout of San Gorgonio Troop #2122 requesting \$900 for in-kind support; and

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5. Review and consider the FY 2015/2016 Community Activity Grant Application submitted by the Yucaipa Valley Chamber of Commerce requesting \$1,570 for in-kind support.

POSSIBLE ACTION ON PENDING LEGISLATION

DEPARTMENT REPORTS

- P. 191 **11. SUBJECT:** REJECT ALL BIDS – FIRE STATION NO. 2 SEISMIC RETROFIT/TENANT IMPROVEMENTS PROJECT NO. 10993

RECOMMENDATION: That City Council

1. Reject all bids for the Fire Station No. 2 Seismic Retrofit/Tenant Improvements Project No. 10993; and
2. Revise the scope of the Project to bid the site work separately; and
3. Direct staff to revise the plans and specifications for the Project to reflect separate components and re-advertise the Project for construction bids.

- P. 194 **12. SUBJECT:** AWARD OF PROFESSIONAL SERVICES AGREEMENT - ENVIRONMENTAL DOCUMENTATION RELATED TO CASE NO. 15-061/TTM 19974 (WILSON CREEK ESTATES)

RECOMMENDATION: That City Council:

1. Approve and authorize the City Manager to execute a Professional Services Agreement with AECOM of Ontario, CA for an amount not to exceed \$150,375.32 for the preparation of the Initial Study and necessary CEQA documentation related to Case No. 15-061/TTM 19974 (Wilson Creek Estates); and
2. Authorize a contract contingency amount not to exceed \$15,000 for a total project amount of \$165,375.32; and
3. Authorize the City Manager or his designee to administer the terms of the Agreement.

- P. 253 **13. SUBJECT:** AWARD OF CONTRACT AND REJECT BIDS- UTILITY INSTALLATIONS AT BMX FACILITY, 13TH STREET SPORTS COMPLEX & FIRE STATION FACILITY-PROJECT NO. 11002

RECOMMENDATION: That City Council:

1. Award and authorize the Mayor to execute a contract in the amount of \$28,800, with Torga Electrical, Inc. of San Bernardino, CA for the Utility Installations at 13th Street Sports Complex (Bid Schedule B); and

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2. Approve the amount of \$2,880 for contingencies for the Project and the amount of \$2,535 for construction administration, inspection and surveying, for a total construction budget in the amount of \$34,215; and
 3. Authorize the City Manager, or his designee, to administer the terms of the contract; and
 4. Approve the Plans and Specifications prepared for the Project; and
 5. Reject all bids for the Sewer Lateral Installation to the BMX Facility (Bid Schedule A); and
 6. Reject all bids for the Sewer Lateral Installation to Fire Station No. 2 (Bid Schedule C).

P. 263 **14.** **SUBJECT:** AGREEMENT FOR PURCHASING RECYCLED WATER FROM SOUTH MESA WATER COMPANY

RECOMMENDATION: That City Council:

1. Approve and authorize the Mayor to execute an agreement with South Mesa Water Company to serve recycled water to City facilities within their service area; and
2. Authorize the City Manager or his designee to administer the terms of the agreement.

P. 267 **15.** **SUBJECT:** COMPREHENSIVE USER FEE STUDY AND COST ALLOCATION PLAN

RECOMMENDATION: That City Council approve and authorize the Mayor to execute a Professional Services Agreement with Willdan Financial Services, and the City Manager, or his designee, to administer the terms of the Agreement, to conduct a comprehensive User Fee Study and Cost Allocation Plan in the amount of \$37,235, including out of pocket expenses, and a contingency amount of \$5,000 for a total project in the amount of \$42,235.

P. 317 **16.** **SUBJECT:** CONTRACT AWARD FOR MARKETING SERVICES FOR YUCAIPA PERFORMING ARTS CENTER FUNDRAISING

RECOMMENDATION: That City Council:

1. Direct staff to undertake marketing efforts to solicit lead donor fundraising activities for the Yucaipa Performing Arts Center (YPAC); and
2. Approve and authorize the City Manager to execute a Professional Services Agreement with Geographics in the amount of \$8,200 for Marketing Services for the preparation of YPAC fundraising marketing materials and a contingency in the amount of \$1,200 and authorize the City Manager or his designee to administer the terms of the Agreement; and
3. Approve the appointment of the YPAC Ad-Hoc Committee City Council members to the Yucaipa Community Foundation Board.

P. 359 **17. SUBJECT: CITY-WIDE DEPARTMENT REORGANIZATION**

RECOMMENDATION: That City Council approve a City-wide reorganization and:

1. Adopt Resolution No. 2015-41 amending Resolution No. 2015-33, amending the Management, Supervisory and Confidential Salary, Benefit and Classification Plan effective with the pay period beginning on July 24, 2015 by:
 - a. Reallocating the position of Director of Administrative Services, Salary Range 59 (\$121,345-\$151,543) to Assistant City Manager, Salary Range 63 (\$133,942-\$167,276); and
 - b. Reallocating the position of Director of General Services/City Clerk, Salary Range 52 (\$102,083-\$127,488) to Deputy City Manager/City Clerk, Salary Range 59 (\$121,345-\$151,543); and
2. Adopt Resolution No. 2015-43 amending Resolution No. 2015-32, amending the General Unit Salary, Benefit and Classification Plan effective with the pay period beginning on July 24, 2015 by:
 - a. Reallocating one position of Code Enforcement Officer, Salary Range 25 (\$50,669-\$63,278) to Senior Code Enforcement Officer, Salary Range 29 (\$55,929-\$69,847); and
 - b. Reallocating the position of Development Services Technician II, Salary Range 21 (\$45,903-\$57,327) to Senior Development Services Technician, Salary Range 25 (\$50,669-\$63,278); and
3. Amend the City's Personnel Rules, Rule XII, Section 2 C, establishing the range for salary adjustments resulting from promotions to 5%-10%.

PUBLIC HEARINGS

The order of Business for the Public Hearing Shall Be:

- A. Open Public Hearing
- B. Staff Presentation
- C. Applicant/Representative Presentation (if necessary)
- D. Public Comments
- E. Applicant Rebuttal (if necessary)
- F. Public Hearing Closed
- G. Council Discussion
- H. Council Motion and Vote

SPEAKERS ARE ENCOURAGED TO BE BRIEF AND REMAIN WITHIN THE ESTABLISHED TIMEFRAME OF THREE (3) MINUTES. ONCE THE PUBLIC HEARING HAS BEEN CLOSED, NO FURTHER TESTIMONY WILL BE TAKEN.

P. 369 **18.** **SUBJECT:** ORDERING CONFIRMATION OF ANNUAL ASSESSMENTS FOR THE CITY OF YUCAIPA LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 1

RECOMMENDATION: That City Council:

1. Conduct a Public Hearing and subsequently adopt Resolution 2015-39, Ordering Confirmation of Assessment for City of Yucaipa Landscaping and Lighting Maintenance District No. 1, and
2. Approve the application of 0.5% rate adjustments to LLMD zones A and F through R and 5% rate adjustments to LLMD zones B and S through BBB, and
3. Approve the credit of funds as an offset against the 2014-2015 assessments for zones A, B, D, F, G, H, J, K, P, T, U, V, W, X, Y, BB, CC, DD, GG, HH, II, JJ, NN, PP, RR, VV, YY, ZZ and BBB in the total amount of \$122,739.77.

P. 397 **19.** **SUBJECT:** FORWARDING CERTIFIED SOLID WASTE LIEN LIST TO THE COUNTY OF SAN BERNARDINO FOR ADDITION TO THE PROPERTY TAX ROLLS

RECOMMENDATION: That City Council conduct a Public Hearing and subsequently adopt Resolution No. 2015-38 forwarding amounts remaining unpaid on the Certified Solid Waste Lien List to the County of San Bernardino for addition to the 2015-2016 Property Tax Rolls as a Special Assessment.

P. 414 **20.** **SUBJECT:** RESOLUTION NO. 2015-42 ORDERING THE ANNEXATION AND IMPROVEMENTS FOR THE CITY OF YUCAIPA LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 1 (ZONE “DDD”) AND THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN SUCH TERRITORY FOR FISCAL YEAR 2015-2016

RECOMMENDATION: That City Council:

1. Authorize the City Manager to complete the ballot on behalf of the City for those properties owned by the City within the proposed territory to be annexed into the City of Yucaipa Landscaping and Lighting Maintenance District No. 1 (the “District”); and
2. Conduct a Public Hearing regarding the annexation of territory to the District and the levy and collection of assessments within such territory; and
3. Adopt Resolution No. 2015-42 entitled “A Resolution of the City Council of the City of Yucaipa Ordering the Annexation of Territory (Zone DDD) to the District, Confirming a Diagram and Assessment, Ordering the Improvements and the Levy and Collection of Assessments within such Territory for Fiscal Year 2015-2016 Pursuant to the Provisions of Part 2 of Division 15 of the California Streets and Highways Code and as Provided by Article XIII D of the California Constitution;” and
4. Approve the methodology for and enactment of the assessments therein.

P. 422 **21.** **SUBJECT:** APPROVAL OF USER FEE UPDATE FOR THE COMMUNITY SERVICES DEPARTMENT

RECOMMENDATION: That City Council conduct a Public Hearing and subsequently:

1. Approve the User Fee Update for Community Services Department Programs and Services; and
2. Adopt Resolution No. 2015-44, Rescinding Resolution No. 1991-45, Amending Resolution 1993-06, and adopting certain new fees and revising certain existing fees for various services provided by the City; effective immediately as of July 13, 2015 for all fees, with the exception of the Field Enhancement Fee which will be effective January 1, 2016.

ANNOUNCEMENTS

CLOSED SESSION

Conference with Labor Negotiator [Govt. Code §54957.6] 1 item – Agency Negotiators: Mayor and Mayor Pro-Tem; Unrepresented City Manager

ADJOURNMENT