

For further information on an agenda item, please contact the City at 12363 Limonite Ave.
Suite 910, Eastvale, CA 91752

AGENDA
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF EASTVALE

Wednesday, May 14, 2014

6:30 P.M.

Rosa Parks Elementary School, 13830 Whispering Hills Drive

1. CALL TO ORDER: 6:30 p.m.

2. ROLL CALL/INVOCATION/PLEDGE OF ALLEGIANCE:

Council Members – Ric Welch, Jeff DeGrandpre, William Link
Mayor Pro Tem – Adam Rush
Mayor – Ike Bootsma

Invocation led by Pastor Rob Norris with The Crossings Church.

3. PRESENTATIONS/ANNOUNCEMENTS:

At this time, the City Council may recognize citizens and organizations that have made significant contributions to the community and it may accept awards on behalf of the City.

3.1 Presentation of May is Mental Health Month Proclamation to Patricia Carrillo, Mental Health Board Member.

3.2 Presentation of certificates of appreciation for Clara Barton's Walking Wednesdays Program.

4. PUBLIC COMMENT/CITIZEN PARTICIPATION:

*This is the time when any member of the public may bring a matter to the attention of the Mayor and the City Council that is within the jurisdiction of the City Council. The Ralph M. Brown act limits the Mayor's, City Council's and staff's ability to respond to comments on non-agendized matters at the time such comments are made. Thus, your comments may be agendized for a future meeting or referred to staff. The City Council may discuss or ask questions for clarification, if desired, at this time. Although voluntary, we ask that you fill out a "Speaker Request Form", available at the side table. The completed form is to be submitted to the City Clerk prior to being heard. **Public comment is limited to two (2) minutes each with a maximum of six (6) minutes.***

5. CONSENT CALENDAR:

*Consent Calendar items are normally enacted in one motion. The Mayor or City Council may remove a Consent Calendar item for separate action. **Public comment is limited to two (2) minutes each with a maximum of (6) minutes.***

5.1 Minutes – April 23, 2014 Regular Meeting.

Recommendation: Approve the minutes from the Regular Meeting held on April 23, 2014.

5.2 **Minutes – April 30, 2014 Special Meeting.**

Recommendation: Approve the minutes from the Special Meeting held on April 30, 2014.

5.3 **Strategic Plan Update.**

Recommendation: Receive and file.

6. PUBLIC HEARINGS:

*The public is encouraged to express your views on any matter set for public hearing. It is our procedure to first receive the staff report, then to ask for public testimony, first from those in favor of the project followed by testimony from those in opposition to it, and if there is opposition, to allow those in favor, rebuttal testimony only as to the points brought up in opposition. To testify on the matter, you need to simply come forward to the speaker's podium at the appropriate time, give your name and address and make your statement. After a hearing is closed, you may not further speak on the matter unless requested to do so or are asked questions by the Mayor or a Member of the City Council. **Public comment is limited to two (2) minutes each with a maximum of six (6) minutes.***

There are no Public Hearing Items.

7. OLD BUSINESS ITEMS:

*Public comment will be called for each item. Please keep comments brief so that everyone who wishes to speak has the opportunity to do so. After public comment is closed you may not further speak on the matter unless the City Council requests further clarification of your statement. **Public comment is limited to two (2) minutes with a maximum of six (6) minutes.***

There are no Old Business Items.

8. NEW BUSINESS ITEMS:

*Public comment will be called for each non-hearing item. Please keep comments brief so that everyone who wishes to speak has the opportunity to do so. After public comment is closed, you may not further speak on the matter unless the Mayor or City Council requests further clarification of your statement. **Public Comment is limited to two (2) minutes with a maximum of six (6) minutes.***

8.1 **Expansion of Economic Development Committee.**

Recommendation: Consider and provide direction on expansion of the Economic Development Committee.

8.2 **Renewal of Animal Services Contract With The County of Riverside In The Amount of \$279,655.**

Recommendation: Approve contract with the County of Riverside Department of Animal Services in the amount of \$279,655 for animal field, shelter services, and licensing program for Fiscal Year 2014-15.

9. CITY MANAGER'S REPORT:

10. STUDENT LIAISON UPDATE:

11. COUNCIL COMMUNICATIONS:

(Committee Reports, Agenda Items, Meeting Requests and Review etc.)

This is an opportunity for the Mayor and City Council Members to report on their activities and the actions of the Committees upon which they sit, to bring a matter to the attention of the full Council and staff, and to request agenda items. Any matter that was considered during the public hearing portion is not appropriate for discussion in this section of the agenda. NO ACTION CAN BE TAKEN AT THIS TIME.

12. CLOSED SESSION:

There are no Closed Session Items.

13. ADJOURNMENT:

The next regular meeting of the Eastvale City Council will be held on May 28, 2014 at 6:30 p.m. at Rosa Parks Elementary School.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City of Eastvale. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

POSTING STATEMENT:

I, Ariel M. Hall, Assistant City Clerk or my designee hereby certify that a true and correct, accurate copy of the foregoing agenda was posted May 8, 2014, seventy-two (72) hours prior to the meeting per Government Code 54954.2, at the following locations:

Eastvale City Hall 12363 Limonite Ave. Suite 910

Rosa Parks Elementary School 13830 Whispering Hills Drive

Eastvale Library 7447 Scholar Way

City of Eastvale Website, www.eastvaleca.gov



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

1. CALL TO ORDER



City of Eastvale
City Council Meeting Agenda
Staff Report

MEETING DATE: MAY 14, 2014

2. *ROLL CALL/INVOCATION/PLEDGE OF ALLEGIANCE*



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

3. *PRESENTATIONS/ANNOUNCEMENTS*

- 3.1 Presentation of May is Mental Health Month Proclamation to Patricia Carrillo, Mental Health Board Member.
- 3.2 Presentation of certificates of appreciation for Clara Barton's Walking Wednesdays Program.



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

4. *PUBLIC COMMENT/CITIZEN PARTICIPATION*

MINUTES
REGULAR MEETING OF THE CITY COUNCIL,
OF THE CITY OF EASTVALE

Wednesday, April 23, 2014

6:30 P.M.

Rosa Parks Elementary School, 13830 Whispering Hills Drive

1. CALL TO ORDER: 6:30 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE/INVOCATION:

Council Members present: Council Members Welch, DeGrandpre, Link, Mayor Pro Tem Rush and Mayor Bootsma.

Staff Members present: City Manager Jacobs, City Attorney Cavanaugh, Public Information Officer Nissen, Planning Director Norris, Deputy Finance Director Gitmed, City Engineer Indrawan, Police Chief Feltenberger, Assistant Police Chief Yates, Fire Inspector King, Management Analyst Rowe, and Recording Secretary Wuence.

Invocation was led by Pastor Ed Moreno with New Day Christian Church.

The Pledge of Allegiance was led by Student Liaison, Julia Vasquez.

3. PRESENTATIONS/ANNOUNCEMENTS:

3.1 Introduction of Student Liaison, Julia Vasquez.

City Manager Jacobs introduced Julia Vasquez, ASB President at Roosevelt High School. Ms. Vasquez will serve as the Student Liaison to the City Council and will provide updates on events at the school until late August, when she leaves to college.

3.2 Update by the Public Safety Commission.

There was no update by the Public Safety Commission, as they did not meet. City Manager Jacobs introduced the new Fire Inspector Ken King, with Cal Fire.

The City Council honored Captain Danny Feltenberger for serving as Eastvale's first Chief of Police. A proclamation stating many of his contributions to the City was read by Mayor Bootsma and presented to Captain Feltenberger.

3.3 Presentation by Willdan Financial regarding New Market Tax Credits.

City Manager Jacobs noted that while the City has funding to build the new fire station in Eastvale, there are other funding opportunities available to help offset the cost of construction.

Kyle Walton, with Willdan Financial provided information on Tax Credit Incentive Programs with a PowerPoint Presentation.

There was discussion about meeting criteria to qualify for the programs.

4. PUBLIC COMMENT/CITIZEN PARTICIPATION:

There were no public comments.

5. CONSENT CALENDAR:

Item 5.3 was pulled for discussion.

5.1 Minutes – April 9, 2014 Regular Meeting.

Recommendation: Approve the minutes from the Regular Meeting held on April 9, 2014.

5.2 Change of Zone for Eastvale Business Park.

Recommendation: Second reading and adoption of Ordinance No. 2014-04, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EASTVALE, CALIFORNIA, APPROVING CHANGE OF ZONE NO. 12-0750 TO AMEND THE OFFICIAL ZONING MAP FROM HEAVY AGRICULTURE (A-2) TO INDUSTRIAL PARK (I-P) ZONE FOR THE REAL PROPERTY LOCATED GENERALLY NORTH OF 65TH STREET, EAST OF CUCAMONGA CREEK, AND WEST OF ARCHIBALD AVENUE, ASSESSOR'S PARCEL NUMBERS 144-010-002, -033, -037, -038.

5.4 Treasurer's Report – Quarter Ended March 31, 2014.

Recommendation: Receive and File.

5.5 Statement of Revenue & Expense (Unaudited) – March 2014.

Recommendation: Receive and File.

5.6 Warrant Register.

Recommendation: Approve the payment of Warrants (check numbers 11983 through 12020, wire numbers W00242 to W00254, for a total amount of \$1,355,198.28, and payroll in the amount of \$66,356.81).

5.7 Warrants for City Council Related Items.

Recommendation: Approve the payment of Warrants (wire numbers W00246 in the amount of \$3,690.98).

Motion: Moved by Bootsma, seconded by Rush to approve the Consent Calendar as presented.

Motion carried 5-0 with Link, DeGrandpre, Welch, Rush and Bootsma voting aye.

The order of the agenda was changed and Item 5.3 was addressed at this time.

5.3 LexisNexis eCrash Electronic Police Portal Services.

Recommendation: Approve the “Law Enforcement Agency Information Agreement LexisNexis eCrash (Electronic Police Record Portal Services)” with LexisNexis Claims Solutions, Inc., and the “Crossroads Software Services Agreement” with Crossroads Software Services, Inc.

Captain Feltenberger introduced Terry Green, with LexisNexis, who provided an overview of the eCrash Electronic Police Portal Services with a PowerPoint Presentation.

There was discussion about the differences in writing paper reports versus electronic reports and the amount of time saved by using the electronic services.

Motion: Moved by Rush, seconded by Link to approve the “Law Enforcement Agency Information Agreement LexisNexis eCrash (Electronic Police Record Portal Services)” with LexisNexis Claims Solutions, Inc., and the “Crossroads Software Services Agreement” with Crossroads Software Services, Inc.

Motion carried 5-0 with Link, DeGrandpre, Welch, Rush and Bootsma voting aye.

6. PUBLIC HEARINGS:

6.1. Granting a Franchise Agreement to Southern California Gas Company.

Recommendation: Introduce and hold first reading of Ordinance No. 2014-05, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EASTVALE, CALIFORNIA, GRANTING TO SOUTHERN CALIFORNIA GAS COMPANY, ITS SUCCESSORS AND ASSIGNS, THE FRANCHISE TO CONSTRUCT, MAINTAIN AND USE PIPES AND APPURTENANCES FOR TRANSMITTING AND DISTRIBUTING GAS FOR ANY AND ALL

PURPOSES IN, ALONG, ACROSS, UPON, AND UNDER THE PUBLIC STREETS AND PLACES WITHIN THE CITY OF EASTVALE.

City Manager Jacobs provided an update on this item.

Lea Petersen, with Southern California Gas Company, provided more information on the background of the Southern California Gas Company and the franchise agreement.

Motion: Moved by Rush, seconded by Link to Grant a Franchise Agreement to Southern California Gas Company.

Motion carried 5-0 with Link, DeGrandpre, Welch, Rush and Bootsma voting aye.

7. OLD BUSINESS:

7.1 Council Direction To Staff On The Land Use Program For The Leal Specific Plan.

Recommendation: Staff recommends that the City Council direct staff to proceed with the creation of a Vision Plan and Specific Plan that reflect the land use program described in the report.

City Manager Jacobs and Planning Director Norris provided the staff report and PowerPoint Presentation for this item.

There was discussion regarding the medium density residential and the amount of acreage it would use.

Mr. Leal, the property owner, noted his concerns about the number of medium and high density units that would be included and the possibility that it would take away from his vision of a downtown. He noted that he agrees with the plan except having specific acreage for high density residential housing.

Council Member Link agreed that as the flagship property of Eastvale, dedicating too much acreage to medium and high density residential could be a problem and felt that planning such housing as a “filler” would be a better idea.

Council Member Welch asked for clarification on the disagreement between the property owner and the City and for specifics regarding what the City is paying for the plan.

Planning Director Norris noted that the only area remaining to be agreed upon is the number of housing units. The plan is to design the housing as a compliment to a full mixed use project.

Planning Director Norris noted that the City investment provides for a Specific Plan that puts a land use entitlement in place that allows building of major mixed use project. It also would ensure that a high quality designed retail project is developed. Additionally, it gets the EIR that allows the project to move forward with minimal future environmental approval.

Mayor Bootsma inquired about the flexibility of developing the project and zoning each part of the project separately.

Planning Director Norris noted that the next step would include more details about infrastructure. The current step is to come up with a flexible plan that allows the property owner and City to market the property.

There was more discussion about the maximum amount of high density housing to allocate to the project and the flexibility of the property owner to change that limit. It was noted that the medium density housing could be removed altogether if the project is successful with retail.

Motion: Moved by DeGrandpre, seconded by Bootsma to direct staff to proceed with the creation of a Vision Plan and Specific Plan for the property.

Motion carried 5-0 with Link, DeGrandpre, Welch, Rush, and Bootsma voting aye.

8. NEW BUSINESS ITEMS:

8.1 Appointment One Member Of The Council To The WRCOG Executive Committee.

Recommendation: Appoint one member of the Council to the WRCOG Executive Committee.

City Manager Jacobs provided an update on this item.

Motion: Moved by Welch, seconded by Rush to appoint Mayor Bootsma to the WRCOG Executive Committee.

Motion carried 5-0 with Link, DeGrandpre, Welch, Rush, and Bootsma voting aye.

8.2 Appointment of Planning Commissioner To The Economic Development Committee.

Recommendation: Appoint a Planning Commissioner to the Economic Development Committee.

City Manager Jacobs provided an update on this item.

Karen Patel and Larry Oblea were present and stated their qualifications for the position of Planning Commissioner and answered questions from the City Council.

Motion: Moved by Rush, seconded by Bootsma to appoint Karen Patel to the Economic Development Committee.

Motion failed 2-3 with Welch and Rush voting aye and Link, DeGrandpre and Bootsma voting no.

Motion: Moved by Bootsma, seconded by Link to appoint Joe Tessari to the Economic Development Committee.

Motion failed 2-3 with Link and Bootsma voting aye, and DeGrandpre, Welch and Rush voting no.

Motion: Moved by DeGrandpre, seconded by Bootsma to appoint Larry Oblea to the Economic Development Committee.

Motion carried 3-2 with DeGrandpre, Welch and Bootsma voting aye and Link and Rush voting no.

Council Member DeGrandpre inquired about having an alternate added to the Committee. City Manager Jacobs noted that the Committee could be expanded to have two planning commissioners. It was agreed that Larry Oblea would be appointed now and an agenda item to expand the Committee would be added for the next City Council Meeting.

8.3 Approval of City's Request For Proposal For Entryway Monument Signs.

Recommendation: Approve City's Request For Proposal for Entryway Monument Signs.

City Manager Jacobs provided the Staff Report for this item.

There was discussion about the source of funding for building the monuments. It was noted that the Eastvale Community Foundation would fund some and developers would fund some. Staff would also double check if Measure A or Gas Tax funds could be used instead of, or in addition to, General Fund monies.

Motion: Moved by Rush, seconded by DeGrandpre to approve City's Request For Proposal For Entryway Monument Signs.

Motion carried 5-0, with Link, DeGrandpre, Welch, Rush and Bootsma voting aye.

8.4 Request For Proposals – Architectural and Engineering Services For Fire Station No. 2 and Fire Services Training Operations Center.

Recommendation: Authorize Issuance of Request for Proposals for Architectural and Engineering Services for Fire Station No. 2 and Fire Services Training Operations Center.

City Manager Jacobs provided the staff report for the item.

Council Member Link noted that Verizon Wireless has verbally agreed to pay majority of construction costs of a cell tower on the property and enter into a 25-year lease that would be beneficial to the City. Council Member Welch noted that construction costs for the tower should not be paid for by the City. Council Member Welch also commended Staff for their work on the project but would have liked for a presentation of the project to be brought to the Council for discussion prior to the RFP.

Council Member DeGrandpre noted that the public sector experience in constructing buildings should be more than 5 points because lack of public sector experience can cause a tremendous amount of delays.

Motion: Moved by Rush, seconded by Link to Authorize Issuance of Request for Proposals – Architectural and Engineering Services For Fire Station No. 2 and Fire Services Training Operations Center.

Motion carried 3-2, with Link, Rush, and Bootsma voting aye, and DeGrandpre and Welch voting no.

9. CITY MANAGER'S REPORT:

There was no City Manager's Report.

10. STUDENT LIAISON UPDATE:

Student Liaison Julia Vasquez noted that the traffic around schools has gotten worse, especially on Scholar Way. She noted the success of National Walk To School Day and suggested expanding the program. Next year community service hours could be offered to Roosevelt students living within a ½ mile range from the school as an incentive to walk to school with a buddy from the adjacent schools.

11. COUNCIL COMMUNICATIONS:

Mayor Pro Tem Rush noted that the Grand Opening and Ribbon Cutting Ceremony of the New Day Church in Eastvale would be held at 10:00 a.m. on Saturday, April 26.

Council Member DeGrandpre mentioned his update from the last Council meeting regarding the SCAG Aviation Sub-Committee. He also noted that he has a 3-day old granddaughter.

Council Member Welch congratulated Council Member DeGrandpre on the birth of his granddaughter. He welcomed Student Liaison Julia Vasquez and noted his excitement and the importance of the traffic project. He noted that he would help in any way he could to get the community to understand the importance and seriousness of reducing vehicular traffic around schools. He suggested partnering with the school district and other agencies to achieve the goals.

Mayor Bootsma welcomed Ms. Vasquez and noted the importance of National Walk to School Day and noted that if the students, schools, and Council work together, walking to school could be made safer.

12. CLOSED SESSION:

There were no Closed Session Items.

13. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:22 p.m.

MINUTES
SPECIAL MEETING OF THE CITY COUNCIL,
OF THE CITY OF EASTVALE
Wednesday, April 30, 2014
6:30 P.M.

Rosa Parks Elementary School, 13830 Whispering Hills Drive

1. CALL TO ORDER: 6:30 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE/INVOCATION:

Council Members present: Council Members Welch, Link, Mayor Pro Tem Rush and Mayor Bootsma.

Council Members absent: Council Member DeGrandpre.

Staff Members present: City Manager Jacobs, City Attorney Cavanaugh, Finance Director Shea, Deputy Finance Director Montoya, Public Information Officer Nissen, Police Chief Feltenberger, Fire Chief Williams, Management Analyst Rowe, and Assistant City Clerk Hall.

The Pledge of Allegiance was led by Mayor Bootsma.

At this time the City Council presented outgoing employee, Ariel Hall, with a proclamation and City tile in recognition of her time with the City.

3. PUBLIC COMMENT/CITIZEN PARTICIPATION:

There were no public comments.

4. NEW BUSINESS ITEMS:

4.1 Budget Study Session for the Annual Operations and Capital Improvement Budget Fiscal Year 2014-2015.

Recommendation: This informational session presents revenue and expenditure results through the first eight months of fiscal year 2013-2014, as well as updated projections of General Fund results through the end of fiscal year June 30, 2014. Also presented is City Manager recommendations for the 2014-2015 budget year. Staff seeks input from Council regarding budget priorities and goals for the 2014-2015 budget year.

City Manager Jacobs presented the PowerPoint presentation and staff report for the item.

There was discussion regarding the various aspects of the budget. It was the consensus of the City Council to have staff bring back the following items:

1. Paying off the deferred Revenue Neutrality payments this upcoming fiscal year.
2. Reviewing the User Fees in the future.
3. Potential ways to reduce Fire Fund payments to the County of Riverside in order to save for additional Fire Department related projects.
4. A Reserve Policy with emergency and specific funds defined.
5. Options to bring in Commercial Vehicle Enforcement Officers on an as needed basis, from another contracted city, to do sweeps in Eastvale.
6. Possibility of hiring Community Service Officers through the City instead of the Sheriff's Department.
7. Possibility of hiring a Code Enforcement Technician to ensure street sweeping compliance instead of using a Community Services Officer to do so.
8. Staffing options for full-time employee mix with contract employees for Public Works, Engineering and Planning at the budget mid-year review.
9. Assistant City Clerk position to be reclassified as a full-time City Clerk position.
10. A paid intern position to be added for the Finance Department, to include minimum education and requirements that must be met for hire.
11. Planning and financial options for City Hall to relocate out of leased space in a shopping center.

Council Member Welch had stepped away from the dais at 7:38 p.m. and returned at 7:40 p.m.

Mayor Pro Tem Rush had stepped away from the dais at 8:05 p.m. and returned at 8:09 p.m.

There was a general discussion regarding the budget adoption schedule and various details in departmental line item budgets.

5. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:24 p.m.



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: CAROL JACOBS, CITY MANAGER

SUBJECT: UPDATE ON CITY'S STRATEGIC PLAN

RECOMMENDATION: RECEIVE AND FILE

BACKGROUND:

On May 11, 2013, the City Council approved the City's first five year Strategic Plan. The purpose of the plan was to establish a Vision and Mission for Eastvale, as well as Strategic Goals for the next five years. The Vision for Eastvale is:

"Eastvale is a prosperous city with an excellent quality of life, attracting metropolitan-level retail, restaurants, and office businesses that employ local residents."

The Mission Statement for Eastvale is:

"The mission of Eastvale is to provide exceptional customer service to its citizens and businesses and to continue to attract new businesses to invest and locate in order to build a strong, stable community with an excellent quality of life, superior public safety and a vital business community."

Through the Vision and Mission statements, the City Council adopted four strategic goals:

1. Establish a solid fiscal foundation for the City
2. Optimize the City's economic development potential
3. Maintain an excellent level of public safety
4. Provide high-quality public facilities and infrastructure

For each of these goals, there are a number of specific objectives and action steps to achieve the objectives. This report identifies the progress on the Strategic Plan since its adoption in May 2013.

DISCUSSION:

Attachment 1 of this report identifies all of the objectives and action steps necessary to implement the plan. City staff has diligently worked on many of the items identified in the Strategic Plan during the past seven months.

There are a total of seventy-seven action steps necessary to implement the plan. Eight of the action steps have been completed, forty-five of the action steps have been incorporated into the City's on-going operations, and twenty-four action steps have not yet started.

FISCAL IMPACT:

There are no costs associated with implementing this program.

ATTACHMENTS:

1. Strategic Plan Update – May 2014

Prepared by: Kirsten Rowe, Management Analyst
Reviewed by: Carol Jacobs, City Manager
John Cavanaugh, City Attorney

Objective 1.1: Enhance current revenue sources for public services		Staff Member	Completed / In Progress	Cost
1.1.2	<i>Continue participation with municipal coalition to fund representation in Sacramento to initiate and pass legislation to reverse VLF policy</i>	Jacobs	In Progress	\$ 36,000.00
May 2014 Update: Both bills continue to move through the legislature with the hopes of inclusion in the State budget effective July 1, 2014.				
January 2014 Update: <i>The City Manager along with Jurupa Valley, Menifee and Wildomar have developed two bills to restore VLF funding. AB69 and SB 1521 are currently waiting for a hearing date with the hopes of including the fix in this years budget.</i>				
1.1.3	<i>Work with JCSD to determine if mello-roos refinancing can reduce tax burden on homeowners and create additional funding capacity (coordinate with 1.3.3)</i>	Jacobs, Montoya	In Progress	Unknown
Staff has completed an initial memo to the City Council identifying the current issues regarding the CFD's located within the City and some options that may be available to the City Council in conjunction with JCSD if they are agreeable. Next steps are a study session to discuss further direction from the City Council at a date to be determined.				
May 2014 Update: <i>Staff has not yet begun work on this project. In discussions with JCSD the staff does evaluate when and if they believe it is appropriate to re-finance existing bonds.</i>				
January 2014 Update: <i>Staff has not yet begun work on this project. In discussions with JCSD the staff does evaluate when and if they believe it is appropriate to re-finance existing bonds.</i>				
Objective 1.2 - Establish fiscal plan for future land development		Staff Member	Completed / In Progress	Cost
1.2.1	<i>Contract for development of a fiscal model to project fiscal impact of future land use development</i>	Jacobs, Norris	Not started - 6 months	\$20,000 est.
May 2014 Update: No change from prior reporting period.				

<p>January 2014 Update: The City has not budgeted funds for this project.</p>				
<p>1.2.2</p>	<p>Develop recommendations for targeted business and residential mix to optimize net fiscal benefit</p>	<p>Jacobs, Norris</p>	<p>In Progress</p>	<p>Included in above cost</p>
<p>May 2014 Update:</p>	<p>Planning has worked with a variety of developers and property owners to 1) preserve and expand opportunities for retail and revenue-generating development, and 2) worked to encourage residential developers to provide a broader range of new housing types, including small-lot and attached products more affordable to young families.</p>			
<p>January 2014 Update:</p>	<p>The City has not budgeted funds for this project.</p>			
<p>1.2.3</p>	<p>Integrate fiscal model with City budget projection model including existing expenditures and revenue sources</p>	<p>Jacobs, Shea</p>	<p>Not started - Year 2</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>No change from prior reporting period.</p>			
<p>January 2014 Update:</p>	<p>This project relies on the completion of items 1.2.1 and 1.2.2 to implement. This project has not yet begun.</p>			
<p>Objective 1.3 - Improve cost effectiveness of City operations</p>				
<p>1.3.1</p>	<p>Evaluate current City staffing model and potential scenarios for transitioning contract staff to permanent City staff or adding more contract staff where appropriate</p>	<p>Staff Member</p>	<p>Completed / In Progress</p>	<p>Cost</p>
<p>May 2014 Update:</p>	<p>Staff has evaluated the current staffing model and have developed a plan that will be presented to the City Council at their budget study session on April 30, 2014. City Council provided direction on contract staffing for FY 14-15.</p>			

<p>January 2014 Update:</p>	<p>Staff is evaluating the cost of contracts and full and part-time staff positions in order to determine the most cost efficient and effective staffing model. It is anticipated this model will be completed in the first quarter of 2014.</p>			
<p>1.3.2</p>	<p>Complete installation of electronic management system for all departments</p>	<p>Jacobs, Gitmed</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>Staff is working on alternatives to the ELMS System.</p>			
<p>January 2014 Update:</p>	<p>City staff has been working to implement the Electronic Land Management System (ELMS). The system continues to cause problems and its functionality is not meeting the requirements of the City. Staff will be presenting alternatives to this system to the City Council during the budget discussion for fiscal year 2014-15.</p>			
<p>1.3.3</p>	<p>Evaluate the service and funding trade-offs of having the City assume operations for the parks and recreation facilities and programs</p>	<p>Council, Jacobs</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>Staff has completed a report outlining the issues regarding assumption of the operations of the public right of ways and parks maintenance and operations. Staff has recommended a study session with the City Council to vet the issues and determine the next course of action.</p>			
<p>January 2014 Update:</p>	<p>Staff has completed some preliminary financial analysis of the JCSD, specifically related to the operations and maintenance of the parks and recreation programs as well as the cost of landscaping and maintenance in the public right-of-ways. The City/JCSD Liaison Committee has met several times to discuss these issues, however there has not yet been consensus on an approach. Over the next year, staff working with the JCSD will identify programs and facilities and provide an evaluation of the system and the impacts to the City.</p>			
<p>1.3.5</p>	<p>Budget for a part-time or contract grants writer to assist City departments to capture alternative funding for City projects and infrastructure</p>	<p>Jacobs</p>	<p>Completed</p>	<p>N/A</p>
<p>May 2014 Update:</p>	<p>The Management Analyst position is currently filling this role. No additional resources are needed.</p>			

January 2014 Update: This item is not budgeted. However, the City's Management Analyst has grant writing experience and management skills, and will be coordinating grant writing efforts as they arise.

Objective 1.4 - Create fiscal mechanisms for future maintenance costs	Staff Member	Completed / In Progress	Cost
1.4.1 Develop a cost allocation plan that provides for funding long-term maintenance reserves	Jacobs	Completed	N/A
May 2014 Update: The Cost Allocation plan was approved by City Council on April 9, 2014 and will be updated on an annual basis.			
January 2014 Update: Staff has started a cost allocation plan for funding long-term maintenance costs. The plan is estimated to be completed for implementation in the 14-15 fiscal year.			

Objective 2.1 - Establish an organizational structure to support economic development		Staff Member	Completed / In Progress	Cost
	<i>Establish Economic Development Partnership with the Chamber and other partners, to provide input on economic development policy, champion economic development in Eastvale, and provide support to the Community & Economic Development Director</i>	Council, Jacobs	In progress	Existing
2.1.1				
May 2014 Update:	The City's Shop Eastvale program kicked-off on November 29th and staff will continue to grow and update the website. An RFP for a separate Economic Development Website will be released within the next quarter. This will be an on-going process.			
January 2014 Update:	The City Council created an Economic Development Ad Hoc Committee to develop and support economic development in the community. The Chamber of Commerce and the SBDC as well as CitybyApp are partners in this program. The Committee is recommending a specific plan for the Leal Property to ensure development occurs that is consistent with the long-term needs of the City in mind. This will be an on-going process.			
2.1.2	Work with the SBDC to provide Small Business Development services to local businesses	Nissen, SBDC, Chamber	In progress	\$10,000
May 2014 Update:	The City, in collaboration with the SBDC, has held three business development classes since contracting with the SBDC. "Open for Business" had 23 attendees; "Loans for Your Business" had 26 attendees, and the 2nd "Open for Business" had 25 attendees. Three additional classes are planned: May 21st - Quickbooks for Beginners; July 16th - Introduction to Wordpress; and August 27th - Social Media Marketing. 49 business consultation sessions have been recorded by the SBDC. The City entered into an agreement on 8/14/13 with the Small Business Development Services Commission to assist small businesses with a variety of issues. SBDC staff is on site at City Hall every other Wednesday. In addition, SBDC staff, the Chamber and the City will be hosted two seminars entitled: "Open for Business," "Loans to Expand your business," "The last of the seminars for this fiscal year is "Quickbooks for Beginners."			
January 2014 Update:				
2.1.3	For short term expansions of the economic development program, supplement staff efforts with consultants as needed	Council, Jacobs	Not Started - 12 months	\$20,000- \$40,000

<p>May 2014 Update:</p>	<p>No change from prior reporting period.</p>				
<p>January 2014 Update:</p>	<p>The City has not budgeted specifically for additional consultants for economic development. Staff currently does not have a specific project or site to market, however staff is working with the local retail community and assisting businesses who wish to locate in Eastvale.</p>				
<p>May 2014 Update:</p>	<p>2.1.4</p>	<p>Expand Planning Director position to include Economic Development</p>	<p>Council, Jacobs</p>	<p>In Progress</p>	<p>Existing</p>
<p>January 2014 Update:</p>	<p>Planning continues to assist the City Manager on economic development issues, seeking to increase revenue-generating uses and preserve existing retail-zoned land.</p>				
<p>January 2014 Update:</p>	<p>The Planning Director assists staff and the City Manager in providing analysis regarding the economic impact of land uses proposed by developers in the City. Of particular concern is any proposed change in zoning which would decrease the commercial and or industrial land uses in the City. No additional funding has been set aside for additional work product.</p>				
<p>May 2014 Update:</p>	<p>2.1.5</p>	<p>Create internal economic development team with regular oversight from City Manager and City Council subcommittee</p>	<p>Council, Jacobs,</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>The City Council created an Economic Development Committee Ad Hoc Committee to address development in the City. The Committee meets on an as needed basis to discuss a number of focus areas which include: business development, workforce development and innovation and local economies. The Committee has discussed a number of incentives to create more interest in businesses to locate in Eastvale. The Committee is also provided with regular updates on the status of the Leal Property planning process, and has provided guidance to Planning on the creation of a plan for revitalization of the Chandler area. The Committee will also explore working with the cities partner agencies to insure that everyone who locates in Eastvale is getting the best value. As development occurs, staff will meet quarterly with the commercial real estate brokers to fill vacancies. Branding of Eastvale was placed on hold until other work items could be completed. An RFP for a economic development website should be released this quarter.</p>				

	<p>The City Council created an Economic Development Committee Ad Hoc Committee to address development in the City. The Committee has met twice and developed a number of focus areas which include: business development, workforce development and innovation and local economies. The Committee focused on 4 key land parcels that will shape Eastvale in the long term, this includes, the Leal property, the Goodman/Birtcher property, Swan Lake and the Chandler area. The committee provided a recommendation to the City Council to prepare a specific plan for the Leal property on November 13, 2013. In addition, the Committee has discussed a number of incentives to create more interest in businesses to locate in Eastvale. The Committee will also explore working with the cities partner agencies to insure that everyone who locates in Eastvale is getting the best value. As development occurs, staff will meet quarterly with the commercial real estate brokers to fill vacancies. The Shop Eastvale Program has been implemented, and the business visitation program continues on a monthly basis. Branding of Eastvale was placed on hold until other work items could be completed.</p>
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<p>2.1.6</p>	<p>Consider creating Economic Development Specialist position as funds become available</p>	<p>Council, Jacobs</p>	<p>Not Started - Year 2</p>	<p>\$60,000- \$105,000</p>
<p>May 2014 Update: This goal has not yet started.</p>				
<p>January 2014 Update: This goal has not yet started.</p>				

<p>Objective 2.2 - Create economic development plan for remaining commercial land</p>				
<p>2.2.1</p>	<p>Establish a clear vision and priorities for the economic development of Eastvale. Adopt a policy statement to supplement the General Plan language regarding desired business development.</p>	<p>Staff Member Partnership, Council, Jacobs</p>	<p>Completed / In Progress In Progress</p>	<p>Cost Existing</p>
<p>The Economic Development Committee has had several discussions on this issue and most recently recommended a specific plan to the City Council for the Leal Property. The Committee has discussed options for the Chandler Area and provided guidance to Planning for the planning process; this will be presented to the City Council in the next quarter. In addition, the Economic Committee will develop a policy within the next year.</p>				

<p>January 2014 Update:</p> <p>The Economic Development Committee has had several discussions on this issue and most recently recommended a specific plan to the City Council for the Leal Property. The Economic Committee will develop a policy within the next year.</p>	<p>Identify priority targets for business attraction that can broaden the diversity of the City's economic base, provide vital services and leverage the skills of the resident labor force. Some priority targets identified include: hotels with adequate meeting space; medical services/hospital; high-value office-based businesses; higher-end restaurants and retail establishments; and automotive services.</p>	<p>Partnership, Norris</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>Planning continues to provide information to the City Council and Planning Commission on the fiscal impacts of major projects, including the Goodman Commerce Center and The Ranch Specific Plan.</p>			
<p>January 2014 Update:</p>	<p>As development projects are submitted to the City, staff evaluates the project in terms of its long-term impact on the community and will be identifying the issues related to business attraction as the application moves from the Planning Commission to the City Council.</p>			
<p>May 2014 Update:</p>	<p>2.2.3</p> <p>Once priority targets are identified, refine the marketing strategy, implementation plan, and budget (See Objective 2.3)</p>	<p>Partnership, Norris</p>	<p>Not Started - Year 2</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>No change from prior reporting period.</p>			
<p>January 2014 Update:</p>	<p>This goal has not yet started.</p>			
<p>May 2014 Update:</p>	<p>2.2.4</p> <p>Create an economic development incentive plan and continue to work with developers & land owners to encourage the increased availability of commercial, light industrial & flex space</p>	<p>Norris</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>Planning is working with several property owners to increase the supply of retail land at appropriate locations in the City, and is processing three development projects that would provide light industrial and office opportunities.</p>			

<p>January 2014 Update: This goal has not yet started.</p>				
<p>2.2.5</p>	<p>Encourage "green" development projects by providing incentives for buildings that meet LEED certification standards. Codify into zoning code where appropriate.</p>	<p>Council, Norris</p>	<p>Not Started - Year 2</p>	<p>TBD</p>
<p>May 2014 Update: This goal has not yet started.</p>				
<p>January 2014 Update: This goal has not yet started.</p>				
<p>2.2.6</p>	<p>Survey home-based businesses to determine needed technical support and to identify those that may have the potential to expand beyond the home</p>	<p>Norris, Chamber, SBDC</p>	<p>Not Started - Year 2</p>	<p>\$800</p>
<p>May 2014 Update: This goal has not yet started.</p>				
<p>January 2014 Update: This goal has not yet started.</p>				
<p>2.2.7</p>	<p>Continue to plan for a more diverse housing mix in order to support recent college graduates' entry into the workforce</p>	<p>Norris</p>	<p>Ongoing</p>	<p>Existing</p>
<p>Planning is working with several property owners to encourage the re-planning of land from traditional single-family into a more diverse range of housing types (townhomes, condominiums, and apartments). These projects are expected to be ready for Council consideration later this year.</p>				
<p>May 2014 Update:</p>				
<p>January 2014 Update: As development projects are submitted to the Planning Department, staff evaluates the project in context with this goal. Staff encourages developers to provide a more diverse housing stock.</p>				

Objective 2.3 - Create a regional identity and reputation for Eastvale (brand)		Staff Member	Completed / In Progress	Cost
2.3.1	<i>Design and implement a communications and marketing program that includes timely press releases, feature articles, advertising, social media feeds, direct mailings, and events as appropriate.</i>	Nissen	In Progress	\$45,000 plus advertising costs
May 2014 Update:	Instagram and LinkedIn social media profiles were incorporated into the City's website to diversify the marketing reach. To date, there are 376 followers on Instagram, 91 LinkedIn connections, 635 Twitter followers and 4,235 Facebook likes. A brief 11-day ad campaign was launched on Facebook which netted 327 new likes and reached 11,228 new users. No direct mailing or print advertising pieces have been developed. Use of City Seal and Logo Policy was developed in an effort to protect the City's brand and combat fraudulent use of the seal and logo.			
January 2014 Update:	For additional branding purposes, Instagram and LinkedIn profiles were launched. These will be integrated into the City's website upon approval of the website changes (revised seal & new social media icons).			
2.3.2	<i>Develop a comprehensive digital Eastvale Community Profile, incorporating the most critical social, econometric and market data for the City & update annually.</i>	Norris, Nissen	In Progress	\$2,500
May 2014 Update:	As part of the preparation of the Leal Property Plan, updated (2013) demographic information was prepared and is now available for use in the City's marketing efforts for this and other properties.			
January 2014 Update:	This goal has not yet started.			
2.3.3	<i>Create a dedicated website, e.g. "Discover Eastvale," that provides comprehensive information about Eastvale's unique "value proposition", attributes, market data, key contacts, and local and regional business resources</i>	Norris, Nissen	In Progress	\$12,500

May 2014 Update:	A RFP is currently being prepared to develop a website specific to economic development and is anticipated to be completed by next quarter.			
January 2014 Update:	This goal has not yet started.			
2.3.4	Establish regular communications with Eastvale businesses through an electronic newsletter to keep them informed of the City's progress with economic development.	Norris, Nissen	In Progress	Included in above
May 2014 Update:	Pricing has been obtained for Constant Contact, Mail Chimp and Benchmark electronic newsletters. Survey Monkey was utilized last quarter to obtain community feedback on Garage Sales/Signage and the Leal Specific Plan. The surveys received tremendous response.			
January 2014 Update:	This goal has not yet started.			
2.3.5	Create an additional quarterly e-mail newsletter for brokers, developers, and site selectors.	Norris, Nissen	Not Yet Started - Year 2	Included in above
May 2014 Update:	This goal has not yet started.			
January 2014 Update:	This goal has not yet started.			
2.3.6	Continue to pressure USPS to establish a discreet zip code for Eastvale, merging 92880 and 91752.	Chamber, Jacobs	Ongoing	Existing

May 2014 Update:	Staff will continue to work with Congressman Calvert's office to address this issue. Staff has conducted research through the USPS and found this situation is not unique to Eastvale. Staff is working on a letter to Congressman Calvert's office to address the issues with the Federal zip code policy.			
January 2014 Update:	The Corona and Mira Loma post offices recognize Eastvale within the 92880 and 91752 zip codes. Staff has been in contact with Congressman Calvert's office to address this issue and will be preparing a letter in the next quarter.			
2.3.7	<table border="1"> <tr> <td>Chamber, Jacobs, Nissen</td> <td>On-going</td> <td>Existing</td> </tr> </table>	Chamber, Jacobs, Nissen	On-going	Existing
Chamber, Jacobs, Nissen	On-going	Existing		
May 2014 Update:	No change from prior reporting period.			
January 2014 Update:	Google maps, MapQuest, Yahoo Maps and Bing maps recognize the City of Eastvale. Mira Loma can still be searched. Staff continues to work with the business community and residents to encourage the use of Eastvale whenever using a search engine. The more often Eastvale is used the faster the mapping services will update their information.			
2.3.8	<table border="1"> <tr> <td>Chamber, Jacobs, Nissen</td> <td>On-going</td> <td>\$750</td> </tr> </table>	Chamber, Jacobs, Nissen	On-going	\$750
Chamber, Jacobs, Nissen	On-going	\$750		
May 2014 Update:	The City received its first Government Finance Officers Association award for excellence in governmental reporting for the City's Comprehensive Financial Report for fiscal years 11-12 and 12-13.			
January 2014 Update:	The City received its first Government Finance Officers Association award for excellence in governmental reporting for the City's Comprehensive Financial Report for fiscal year 11-12. Strong Cities Strong State application is in process. Application includes 7 different elements with 4 of the elements complete in draft form.			

Objective 2.4 - Maintain a business-friendly operating environment		
Staff Member	Completed / In Progress	Cost

2.4.1	Provide customer service training for city staff to encourage a business-friendly & professional culture and to ensure a high-quality experience at the "counter"	Jacobs	On-going	Existing
<p>May 2014 Update: No trainings were scheduled during this quarter.</p>				
January 2014 Update:	<p>All staff have recently completed four training courses relating to customer service. These include: "Continuous Improvement in the Workplace," "But I Don't Have Customers," "Quality Service in the Public Sector," and "Customer Service Excellence."</p>			
2.4.2	Expand and enhance the City's existing information packet for new businesses that includes information on permitting processes, fees, etc. Include information on the business registration process, City organization, and identify local and regional business resources - business FAQ.	Rowe, Gitmed, Nissen, Norris	In Progress	\$2,000
<p>Planning continues to regularly update information available through the Planning portion of the website. The General Plan and Zoning maps were recently updated to reflect approvals through Q1 2014, and a new map showing all of the planned developments was added. The Business Registration packet has been updated to reflect the new fee schedule. Staff is working with JCSD and the Chamber of Commerce to create a comprehensive resource packet. New Shop Eastvale marketing materials were designed for distribution to potential businesses and participating store fronts. Shop Eastvale Facebook and Twitter feeds were launched to assist in social media marketing.</p>				
January 2014 Update:	<p>10/29/13 - A new page was launched on the City's website under the "Businesses" tab entitled "Starting a New Business." This new page includes all the necessary details, processes and resources for starting a new business in the City of Eastvale. Shop Eastvale information, including application, will be included in the packet for new businesses. The Shop Eastvale website and program was officially launched on 11/26/13</p>			
2.4.3	Begin process to plan for online submission of development applications and related payments.	Gitmed	In Progress	Existing
<p>Project has not yet started. Awaiting discussion/direction of current (ELMS) vs. new software. Once direction is received, compatible submission/payment programs can be researched.</p>				

January 2014 Update: This project has not yet started.

<p>2.4.4</p> <p><i>Establish a rapid response program to address sudden project development and business retention issues. Establish "concierge" services on a fee-for-service basis to speed priority projects through City processes and include this service in the City's development incentives package.</i></p>	<p>Norris</p>	<p>In Progress</p>	<p>Existing</p>
<p>Planning continues to coordinate the staff-level Development Review Committee, which is available to meet as needed to address development projects. Senior Planning staff office hours at City Hall have been increased, making it easier for applicants to meet immediately with key staff to discuss project issues.</p>			
<p>January 2014 Update: This project has not yet started.</p>			

<p>2.4.5</p> <p><i>Encourage commercial and retail property landlords to list current information about available properties on the City's dedicated economic development website.</i></p>	<p>Norris, Nissen</p>	<p>Not Started - Year 1</p>	<p>Existing</p>
<p>May 2014 Update: No change from prior reporting period.</p>			
<p>January 2014 Update: All site maps for local retail shopping center have been listed on the City's current website, under Economic Development - Project Site Maps</p>			

<p>Objective 2.5 - Create a destination in Eastvale</p>	<p>Staff Member</p>	<p>Completed / In Progress</p>	<p>Cost</p>
<p>2.5.1</p> <p><i>Develop a clear strategy to leverage the benefits of Eastvale's proximity to the Silver Lakes project.</i></p>	<p>Jacobs, Economic Dev. Committee</p>	<p>Not Started</p>	<p>Existing</p>

May 2014 Update:	No change from prior reporting period.
January 2014 Update:	The Silver Lakes project has not yet started. Due to the delays in the project, staff discusses the project but is tell projective retailers the timing of the project.

		Council, Chamber	On-going	Existing
2.5.2	Continue to support local control of Ontario International Airport			
May 2014 Update:	No change from prior reporting period.			
January 2014 Update:	Staff continues to monitor the situation, however, no action has been taken.			

		Economic Dev. Committee, Jacobs	In Progress	Existing
2.5.3	Explore the feasibility of attracting entertainment venues to Eastvale, particularly at key interchanges such as Cantu-Galeano Road and Limonite.			
May 2014 Update:	The plan for the Leal Property is under way; preparation of the planning document is under way, with an initial draft scheduled for late summer.			
January 2014 Update:	Staff presented an item to City Council on November 13, 2013 to develop a Specific Plan for the property located at Limonite and Hamner known as the Leal Property. It is estimated the work will take 18-24 months to complete.			

2.5.4	Develop an attractive and compelling recreation environment along the Santa Ana River, including connections to other City and regional trail systems. Join the Santa Ana River JPA and coordinate with other local and regional agencies to implement the plan.	Norris, JCSD	In Progress	TBD
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May 2014 Update:	Planning has successfully worked with property owners along the Santa Ana River (JCSD and Lennar) to incorporate trails into their projects as part of development proposals (the new Community Park and the "Estancia" residential development).
January 2014 Update:	<i>The JCSD is in the process of building additional trail facilities along the Santa Ana River South of Citrus. Staff will be investigating missing sections of the trails and work with JCSD to complete the trail system in Eastvale along the trail.</i>

Objective 3.1 - Implement process for Public Safety Commission		Staff Member	Completed / In Progress	Cost
	<i>Establish program and agenda for Public Safety Commission to address Council-directed areas of purview, including: traffic concerns, Neighborhood Watch, emergency operations, community outreach, and crime prevention.</i>			
3.1.1		Jacobs	On-going	Existing
May 2014 Update: completed and on-going				
	<i>In order to accommodate the schedules of the Public Safety Commission, the meeting day and time was changed to the third Friday of the month at 4:00 p.m. Each agenda has staff reports and provides information to the Commission. A representative from the Police and Fire Departments are at every meeting along with the City Manager.</i>			
3.1.2		Jacobs	On-going	\$25,000
May 2014 Update: completed and on-going				
	<i>Every request of the Public Safety Commission has been addressed by City staff and will continue as issues arise. When a Commissioner requests information or clarification police, fire and the City Manager respond typically with 48 hours. As the staff support for the Commission are management personnel there is no additional cost to the City.</i>			
3.1.2		Jacobs	On-going	\$25,000

Objective 3.2 - Maintain status as region's Safest City		Staff Member	Completed / In Progress	Cost
	<i>Develop budget plan to increase sworn personnel as development occurs.</i>			
3.2.1		Jacobs	In Progress	\$1,000,000

<p>May 2014 Update: No change from last reporting period.</p>	<p>With the adoption of the 13-14 budget the City Council approved the addition of 10 additional patrol hours per day. This additional patrol time was added to the third shift as that is the busiest shift. The cost of this addition was \$934,280. The Fire Department added a paramedic unit and a 1/2 time Fire Protection Specialist at a cost of \$1,442,102. In December of 2013, it is anticipated that escrow will close on a second fire station site. The City Manager, Police Chief and Fire Chief are currently developing plans for ultimate staffing as funding becomes available. A recent article in the Press-Enterprise in October of 2013 identified Eastvale as the 6th Safest City in California with a population over 50,000.</p>			
<p>3.2.2</p>	<p>Fund Crime Prevention Officer and continued public relations campaign to increase crime prevention awareness.</p>	<p>Council, Jacobs</p>	<p>Not Started Yet Year 3-4</p>	<p>TBD</p>
<p>May 2014 Update:</p>	<p>Due to budget constraints the City Council determined this cannot be funded in FY 14-15. A new page was launched on the City's website titled "Crime Prevention, Fire Prevention, and Safety." This page includes prevention resources for police, fire, and safe routes to school. The Public Information Officer will continue to work closely with Police, Fire, and Riverside County Safe Routes to School Coalition to provide additional critical resources and prevention tips. The "Persons of Interest" page launched earlier in the year has resulted in the arrest of 3 people and the successful return of recovered stolen property.</p>			
<p>January 2014 Update:</p>	<p>The City has a dedicated webpage for the police department which includes information on crime prevention. The Sheriff and Public Information Officer work closely together to provide crime prevention tips based on the type of activity that is occurring in the City. There is currently no funding for the full-time Crime Prevention Officer position.</p>			
<p>3.2.3</p>	<p>Encourage adoption of Neighborhood Watch program throughout Eastvale's neighborhoods.</p>	<p>PS Commission Jacobs, Nissen</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update:</p>	<p>Five Neighborhood Watch signs have been installed on streets in Eastvale which have launched a new Neighborhood Watch program. These complementary signs were funded by LEAFF. There are no additional free signs available.</p>			

January 2014 Update:	The City held its first Neighborhood Watch Event on July 19, 2013. The Public Safety Commission assisted with the event and the Police and Fire Departments participated with over 200 residents in attendance. Twenty individuals have signed up for the program. To date, two neighborhoods have started a program.		
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Objective 3.3 - Improve fire response times			
	Staff Member	Completed / In Progress	Cost
3.3.2	Continue process to site and build second fire station.		
May 2014 Update:	Jacobs	In Progress	\$4.2 million
January 2014 Update:	The City has possession of the Fire Station property effective April 27, 2014. An RFP for design services was released on April 24, 2014. Award of the design contract is anticipated to occur in the next quarter.		
January 2014 Update:	The City opened escrow on property located at 14491 Chandler Street on October 6, 2013. It is anticipated that escrow will close in December 2013. The Fire Ad Hoc Committee will begin reviewing concepts within the next quarter so that the project can begin the design process.		
3.3.3	Prepare fire services master plan.		
May 2014 Update:	Mechman	In Progress	Existing
January 2014 Update:	The Fire Chief working with Staff is in process of developing the master plan. It is anticipated to have the first draft completed in the Spring with City Council adoption in July 2014.		
January 2014 Update:	The Fire Chief working with Staff is in process of developing the master plan. It is anticipated to have the first draft completed in the Spring with City Council adoption in July 2014.		
3.3.4	Evaluate location and cost of operation of existing station to determine if lower costs options exist.		
	Jacobs, Mecham	Not Started	Existing

<p>The existing station is located on a major roadway for the City and is of an appropriate size to handle a fire engine and medic squad along with their daily staffing. The second fire station opening will allow for better response times in the southern section of the City. As development occurs on the northern portion of the city consideration of partial funding of a station or staffing to accommodate response time standards maybe a consideration, the master plan will also address these types of concerns. I do not see a lower cost option for the existing fire station. The recommendation for the second fire station is to build a smaller templated fire station since Fire Station 27 is larger and can accommodate more equipment and personnel.</p>	<p>May 2014 Update:</p> <p>January 2014 Update:</p> <p><i>This goal has not yet been started.</i></p>
<p>3.3.5 Develop budget plan to increase staffing at existing and new fire stations.</p>	<p>Jacobs, Mecham</p> <p>In Progress</p> <p>\$1.4 mil paramedic unit \$3.5 mil Station 2</p>
<p>The additional staffing needed for the second fire station will not need submission until the FY 15/16 budget due to the estimated timeframe the second fire station will be completed and staffed. The purchase of the paramedic squad is still pending awaiting county bid process to be completed (current squad is on loan from county)</p> <p>On October 14, 2013, the City placed a paramedic unit into service with a 2 paramedics. This increased staffing from 3 persons on shift to 5 persons on shift. Due to the revised revenue neutrality agreement, the City will be able to fund additional staffing at the new fire station.</p>	<p>May 2014 Update:</p> <p>January 2014 Update:</p>
<p>3.3.6 Evaluate paramedic response funding and services to determine if more suitable financial arrangement can be negotiated.</p>	<p>Jacobs, Mecham</p> <p>Not Started</p> <p>Existing</p> <p>May 2014 Update:</p> <p>January 2014 Update:</p> <p><i>This goal has not yet been started.</i></p>

Objective 3.4 - Improve fire planning and inspection services			
	Staff Member	Completed / In Progress	Cost
3.4.2	Jacobs, Mecham	In Progress	\$ 60,000
Establish a program for regular business fire inspections.			
In March 2014 a Fire Systems Inspector was hired. This position is split funded with City of Norco. This additional staff will assist in the business fire inspection program and assist with other inspections.			
May 2014 Update:	The Fire Department and City are working on a business fire inspection program. It is anticipated the program will be put in place in time for the Business Registration cycle in March 2014.		
January 2014 Update:			

Objective 3.5 - Develop enhanced disaster plan			
	Staff Member	Completed / In Progress	Cost
3.5.1	Jacobs, Rowe	Complete	Existing
Continue efforts of the Public Safety Commission to establish a disaster response plan in concert with County officials			
This goal is completed.			
May 2014 Update:	On October 16, 2013, the City's EOP was completed and sent to the State for approval. On October 18, 2013, the City received its accreditation as a Disaster Council and is now certified to develop a volunteer list of residents who would be interested in training to assist in a disaster. The City has participated in two exercises: one in July 2013 in which staff was introduced to the EOP and basic information. The City also participated in the Great Shake Out on October 17, 2013 and evacuated the building. The City's Local Hazard Mitigation Plan was submitted to the Governor's office for approval on August 7.		
January 2014 Update:			

Plan for establishment of emergency operations center (EOC), possibly in new fire station.			
	Staff Member	In Progress	TBD
3.5.2	Jacobs, Mecham	In Progress	TBD
Plan for establishment of emergency operations center (EOC), possibly in new fire station.			
On April 24, 2014 the RFP for an Architect/Engineer was posted. The RFP encompasses the 2nd fire station as well as an EOC / training facility.			
May 2014 Update:			

<p>January 2014 Update:</p>	<p>The City Manager and Fire Department will be developing a plan to build a EOC on the Fire Station site located on Chandler Avenue. As plans are developed, staff will be presenting concepts and costs to the City Council within the next six months.</p>			
<p>3.5.3</p>	<p>Plan for anticipated increased City costs for regional emergency preparation planning and services, through the fire services master plan process.</p>	<p>Jacobs, Mecham</p>	<p>In Progress</p>	<p>TBD</p>
<p>May 2014 Update: No change from prior reporting period.</p>				
<p>January 2014 Update: The Fire Chief working with Staff is in process of developing the master plan. It is anticipated to have the first draft completed in the Spring with City Council adoption in July 2014.</p>				

Objective 4.1 - Plan for new Civic Center		Staff Member	Completed / In Progress	Cost
4.1.1	<i>Develop alternatives to the site indicted in the General Plan in the event a transaction for that site cannot be negotiated.</i>	Council, Jacobs	Not Yet Started - Year 1-2	Existing
May 2014 Update: A proposal will be forthcoming to City Council during the next quarter.				
January 2014 Update: This goal has not yet started.				
Objective 4.2 - Improve broadband access and capacity		Staff Member	Completed / In Progress	Cost
4.2.1	<i>Coordinate with the Inland Empire Broadband Consortium - identify shared issues and possible strategies (could join as a member)</i>	Rowe	Not Yet Started	Existing
May 2014 Update: No change this reporting period.				
January 2014 Update: Staff attended the Local Government Officials Roundtable on Broadband in Sacramento. Members of the Inland Empire Broadband Consortium were also in attendance, and information was shared so that staff could work together on possible strategies.				
4.2.2	<i>Review existing City policies and ordinances for broadband infrastructure planning and investments, including joint use, rights of way, dig once and trenching, cell tower, and other siting issues</i>	Rowe	Not Yet Started	Existing
May 2014 Update: No change this reporting period.				
January 2014 Update: At the Local Government Officials Roundtable, information was obtained on closing the digital divide and achieving ubiquitous broadband in Eastvale. Staff will begin reviewing existing City policies to generate a comprehensive, multi-faceted strategy to create a broadband infrastructure in Eastvale.				

4.2.3	Meet with entities (such as JCSD and school district) planning and building all types of infrastructure projects in the City to better coordinate on projects	Rowe, Districts	Not Yet Started	Existing
May 2014 Update: This goal has not yet started.				
January 2014 Update: This goal has not yet started.				

4.2.4	Work proactively with developers to ensure that providers are providing best levels of service	Rowe, Norris	Not Yet Started - Year 2	Existing
May 2014 Update: This goal has not yet started.				
January 2014 Update: This goal has not yet started.				

4.2.5	Link with Goal 2 to optimize City's economic development potential: ensure that City is a "smart city" with high levels of services to attract investors, entrepreneurs and home-based businesses, and telecommuters; incorporate into branding and marketing materials	Rowe, Norris, Nissen	Not Yet Started - Year 2	Existing
May 2014 Update: This goal has not yet started.				
January 2014 Update: This goal has not yet started.				

4.2.6	Use broadband resources and other means to improve connectivity for residents, particularly communication between residents and government	Rowe, Chamber	Not Yet Started	Existing
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May 2014 Update: This goal has not yet started.	
January 2014 Update:	This goal has not yet started.
4.2.7	<p><i>Prepare broadband plan: review CPUC data on residential service providers, levels of speed, technologies to identify actual vs. reported speeds, gaps, using CPUC broadband map; verify reported speeds and document variances and levels of service; meet with developers, real estate managers and business managers (commercial and industrial) to document service levels, costs of installation and barriers, and map parcel data; meet with providers to discuss plans for both residential and business investments and services, strategies to address gaps for existing areas, and provide high levels of services for new development</i></p> <p>Rowe, Chamber</p> <p>Not Yet Started - Years 1-3</p> <p>Existing</p>
May 2014 Update: This goal has not yet started.	
January 2014 Update:	This goal has not yet started.

Objective 4.3 - Complete circulation connectivity to adjacent communities	Staff Member	Completed / In Progress	Cost
4.3.1	Alvarez	On-going	Existing
<p><i>Collaborate in regional nexus studies to ensure that key road improvements are included in regional traffic fee program where feasible.</i></p>			
May 2014 Update: Nexus study to include Limonite Avenue extension now being finalized. Study will be submitted to WRCOG late May 2014.			

January 2014 Update:
 WRCOG is presently updating the TUMF Fee Nexus Study. The study will update the cost of the remaining arterials to be widened and remove those from the list that have been completed. The City of Eastvale will determine what streets should be added to the TUMF network.

<p>4.3.2</p>	<p>Collaborate with adjacent cities to secure funding for major connecting roadways and bridges</p>	<p>Alvarez</p>	<p>On-going</p>	<p>Existing</p>
<p>May 2014 Update: A meeting coordinating the land use and transportation will be scheduled for June 2014 with the adjacent cities. Planning and Public Works will attend the meeting.</p>				
<p>January 2014 Update: The City of Eastvale has been meeting and held discussions with the cities of Chino, Ontario, Norco, and Jurupa Valley to coordinate street resurfacing & widening projects and bridge widening. These projects include: Hellman Avenue resurfacing; Hamner Avenue resurfacing and widening; Hamner Avenue bridge widening over Santa Ana River; and new interchange on Limonite at I-15.</p>				

<p>Objective 4.4 - Improve bicycle and trail system</p>				
<p>4.4.1</p>	<p>Complete bikeways and trails master plan.</p>	<p>Staff Member Alvarez, Norris, JCSD</p>	<p>Completed / In Progress In Progress</p>	<p>Cost \$ 100,000</p>
<p>May 2014 Update: SCAG is the lead agency for the Bikeway Master Plan. Study will commence in June 2014 and be completed by February 2015. Planning assisted Public Works in the review of the proposals and selection of a consultant, and is available to assist with the management of the planning process and the review of the consultant's products.</p>				
<p>January 2014 Update: The City received a grant from the Southern California Association of Government (SCAG) to prepare a Bike Master Plan for the City. The grant will be administered by SCAG. The study is expected to commence in January 2014 and be completed by November 2014.</p>				

<p>4.4.2</p>	<p>Evaluate City street standards to create more pedestrian-friendly facilities.</p>	<p>Alvarez, Norris</p>	<p>In Progress</p>	<p>Existing</p>
<p>May 2014 Update: As part of the City Bikeway study, City street standards will be evaluated for consideration of creating a more pedestrian-friendly facility.</p>				

Public Works and Planning are coordinating efforts to evaluate the street standards to make them more pedestrian friendly. As part of the Bike Master Plan study we will consider standards to make our city streets safer for pedestrians and bicycles.

January 2014 Update:

Objective 4.5 - Improve traffic circulation through street design, policies, and procedures

	Staff Member	Completed / In Progress	Cost
4.5.1 Complete truck route plan	Alvarez	In Progress	\$ 50,000
Providence Business Development Project was approved by the City Council in April 2014. City will collect deposit and solicit proposals for a truck study which would commence in Summer 2014. Funding for the truck route plan was included in the conditions of approval.			
May 2014 Update:			
January 2014 Update:	City is awaiting to receive funding from Providence Business Park to fund the Truck Route Study.		

4.5.3 Improve traffic safety around schools through increased signals, crossing guards, and completion of street improvements. For future development, address in design phase by requiring residential developers to provide more pedestrian access to create a walkable community with principles from Safe Routes to Schools/Smart Growth/Semi-neo-traditional town planning.

Alvarez	In Progress	\$794,000
Meetings are held with the school district staff and Police Department to discuss and make recommendations to improve traffic safety. City will submit for grant funding for speed display signs near the schools and to install a traffic sign at Scholar Way and Baltimore.		
May 2014 Update:		
January 2014 Update:	Orange Avenue sidewalk will be completed December 2013. DR Horton as a condition of development will construct sidewalks on the east side of Scholar Way that will improve safety for three schools. Public Works staff is continuing to meet with CNUUSD staff to improve circulation and safety in the vicinity of schools. Regular meetings are held with PD, School Staff and the City.	

Objective 4.6 - Plan for new library		Staff Member	Completed / In Progress	Cost
4.6.1	<i>Explore opportunities to include a City library in the civic center plan.</i>	Jacobs	Not Yet Started	TBD
May 2014 Update: No change				
January 2014 Update: Staff has gathered information about size and cost of recently built City Hall's from surrounding communities.				

Objective 4.7 - Add arts and cultural facilities and events		Staff Member	Completed / In Progress	Cost
4.7.1	<i>Identify opportunities to leverage private development design to include cultural and entertainment facilities</i>	Norris	Not Yet Started - Year 5	Existing
May 2014 Update: This potential is being examined as part of the planning for the Leal Property.				
January 2014 Update: This project has not yet started.				

Objective 4.8 - Improve transit opportunities		Staff Member	Completed / In Progress	Cost
4.8.1	<i>Coordinate with RTA to ensure that local demand for transit is met as well as better connections for commuters</i>	Alvarez	In Progress	Existing
May 2014 Update: RTA staff is conducting study to determine transit needs in the City.				

Public Works and Planning staff are participating in a RTA stakeholders workshop to develop a blue print increased transit service in the City of Eastvale. The need for additional transit service has been brought to the attention of RTA in previous meetings. City staff worked with RTA staff to install the City's first two bus stops. One is on Limonite Avenue and the other is on Citrus Avenue.

January 2014
Update:

Objective 4.9 - Maximize the benefit of the Community Foundation as a resource for community improvement	Staff Member	Completed / In Progress	Cost
<p><i>Continue to support and enhance the role of the community foundation in providing scholarships and other benefits for the community. Undertake long-term capital improvement projects that benefit the City such as wayfinding signs, City monuments, and frontage landscape in public locations such as along Chandler.</i></p> <p>4.9.1</p>	<p>Jacobs</p>	<p>In Progress</p>	<p>Existing</p>
<p>The Eastvale Community Foundation has received 52 applications. Of those, 37 have been approved for a total of \$25,320. The grant period ends June 30, 2014.</p>			
<p>The City Council established a design for wayfinding signs in October of 2013. The Foundation may be willing to assist with this project as members of the Foundation were involved in the design phase. In addition, the City Council has awarded two CDBG Grants to the Foundation to provide scholarship opportunities for youth in the community.</p>			

May 2014 Update:

January 2014
Update:



City of Eastvale
City Council Meeting Agenda
Staff Report

MEETING DATE: MAY 14, 2014

6. *PUBLIC HEARINGS*



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

7. *OLD BUSINESS ITEMS:*



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: CAROL JACOBS, CITY MANAGER

SUBJECT: CONSIDERATION OF EXPANSION OF THE ECONOMIC DEVELOPMENT COMMITTEE

RECOMMENDATION: PROVIDE DIRECTION

BACKGROUND:

In June of 2013, the City Council established an Economic Development Committee to work on the City's Strategic Plan regarding Economic Development. The Committee consists of two Council Members, a Planning Commissioner and City staff. At the City Council meeting of April 23, 2013, the Council appointed Planning Commissioner Larry Oblea to the Committee.

DISCUSSION:

There are a number of qualified candidates that the City Council may wish to include on the Committee. The City Council has the option to expand the number of Committee members. The City Council could choose the following options:

- Leave the Committee in its current configuration
- Add one additional Planning Commissioner
- Add other members from the community from interested stakeholder groups which could include: The Chamber of Commerce, the development community and or other interested citizens.

In considering the make-up of the committee, any changes to the number of the committee members should be considered in light of the amount of meeting space available at City Hall.

FISCAL IMPACT:

None



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

TO: MAYOR AND COUNCIL MEMBERS

FROM: CAROL JACOBS, CITY MANAGER

SUBJECT: RENEWAL OF ANIMAL SERVICES CONTRACT WITH THE COUNTY OF RIVERSIDE IN THE AMOUNT OF \$279,655

RECOMMENDATION: 1) APPROVE CONTRACT WITH THE COUNTY OF RIVERSIDE DEPARTMENT OF ANIMAL SERVICES IN THE AMOUNT OF \$279,655 FOR ANIMAL FIELD, SHELTER SERVICES AND LICENSING PROGRAM FOR FISCAL YEAR 2014-15

BACKGROUND:

The City entered into an agreement with the County for Animal Control and Field Services effective July 1, 2011. The contract is a rolling three year contract. The current contract period is from July 1, 2014 through June 30, 2017. The agreement specifies a basic level of service and also provides for additional services at the discretion of the City.

The service consists of two types of service 1) Animal Field Services which includes a ½ time Animal Control Officer, overtime costs, special services as requested, and 2) Animal Sheltering Services which is based on a flat per rate a day of \$138. These costs have not increased with the current contract.

Special services can be added to the contract at the City's request and include: Animal Control Sweeps, Shot Clinics, and Licensing Services. During fiscal year 2013-14, the City added a license canvassing program and spay and neuter vouchers for the first time. These services are not included in the proposed contract.

DISCUSSION:

The licensing of dogs is required by State law and City and County Ordinances. Dog licensing is an integral component of the statewide rabies control effort. All dogs are required to be vaccinated against rabies and licensed at the age of four months. An additional requirement is for licensed dogs to display the license tag at all times. Dogs wearing current tags are held at the

animal shelter for at least ten days so their owners can reclaim them. The Department of Animal Services personnel use the dog license, microchip, and any other owner information to contact the owners of lost animals.

In March of 2012, veterinarians are now required to send a copy of the vaccinations to the County of Riverside. This information then provides a mechanism for following up with the dog owner to get the animal licensed. Once the animal is in the system, an annual renewal is sent to the owner.

Currently the City has contracted for 20 hours per week. Regular service hours are Monday through Friday 7:30 a.m. to 5:00 p.m. and limited service from 5:00 p.m. to 7:30 a.m. The contract identifies animal emergencies as well as non-emergencies to be handled during regular business hours. The City may authorize the City Manager to call out the services of Animal Control on a non-emergency basis, at a two hour minimum at \$82 per hour.

For the first nine months of the fiscal year, table below identifies the work to through March 31, 2014.

Activity	Total
License Inspections	549
Number of Dogs Cited	865
Number of Violations	3,433
New Dog Licenses	2,257
Renewed Dog Licenses	1,179
Closed Dog Licenses	263
Not Renewed Licenses	975

Closed licenses are determined when the pet owner notifies the County that the dog no longer needs licensing due to a move or some other circumstance. Non - renewed licenses are those pet owners that did not respond to traditional methods of renewal nor did they advise Animal Services of circumstances in which the animal no longer needed a license.

FISCAL IMPACT:

The licensing program is estimated to generate \$150,000 a year in licensing fees. This revenue is an offset to the cost of the services. The total cost of the contract is estimated at \$279,655.

ATTACHMENTS:

1. Animal Control Contract

Prepared by: Carol Jacobs, City Manager
Reviewed by: John Cavanaugh, City Attorney

COUNTY OF RIVERSIDE
DEPARTMENT OF ANIMAL SERVICES

FOR COUNTY USE ONLY



COUNTY DEPT/DIVISION: Animal Services		CONTRACT NO. 14-006	RFP NO. ----
FUND: 10000	DEPARTMENT ID: 420-060-1200, 420-060-1300	PROJECT-GRANT: HS600037	ACCOUNT: 773220,773210,773230
CLASS/LOCATION: ---		CONTRACT AMOUNT: \$838,965	
PERIOD OF PERFORMANCE: July 1, 2014 through June 30, 2017			
COUNTY CONTACT : Robert Miller (951) 358- 7442 RobertMiller@RCDAS.ORG		CONTRACTOR REPRESENTATIVE: Carol Jacobs (951) 361-0900 CJacobs@EastvaleCA.gov	
PROGRAM NAME: Animal Field, Shelter Services and Licensing Program			

This agreement is made and entered into by and between the County of Riverside, a political subdivision of the State of California, through its Department of Animal Services, hereinafter referred to as COUNTY, and City of Eastvale, hereinafter referred to as CITY.

WITNESSETH:

WHEREAS, the CITY is desirous of contracting with COUNTY to provide a broad range of animal control and shelter services as well as a licensing program pursuant to this contract for the purpose of safeguarding the health and safety of the population of the City of Eastvale, and the health and safety of its domestic animals for the purpose of promoting the humane treatment of animals; and

WHEREAS, the CITY wishes to comply with state mandates regarding animal control; and

WHEREAS, COUNTY has the personnel and experience to provide such animal field, shelter services and licensing program and is willing to enter into a contract with CITY for the provision of such services subject to the terms and conditions and for the compensation as hereinafter set forth.

NOW THEREFORE in consideration of the mutual promises, covenants and conditions hereinafter contained, the Parties hereto mutually agree as provided on pages 1 through 5, Exhibit A consisting of 4 pages, Exhibit B consisting of 5 pages, Exhibit C consisting of 3 pages, and Exhibit D consisting of 3 pages attached hereto and incorporated herein.

COUNTY

CITY

By _____
Jeff Stone, Chairman, Board of Supervisors

By _____

Date _____

By _____
Print Name

ATTEST: Kecia Harper-Ihem, Clerk

By _____

Date _____

1 **1. COUNTY OBLIGATIONS:**

2 COUNTY shall provide all services as outlined and specified in Exhibit A, Scope of
3 Animal Field Services, Exhibit B, Scope of Animal Shelter Services and Exhibit C, Scope
4 of Integrated Canine Licensing Program attached hereto and by this reference incorporated
herein.

5 **2. PERIOD OF PERFORMANCE:**

6 The Animal Field Services as referenced in Exhibit A, the Animal Shelter Services as
7 referenced in Exhibit B, the Integrated Canine Licensing Program as referenced in Exhibit C
8 of this Agreement shall be effective on July 1, 2014 through June 30, 2017, unless terminated
as specified in Section 7, Termination.

9 **3. COMPENSATION:**

10 In consideration of services provided by COUNTY pursuant to Exhibit A, Exhibit
11 B and Exhibit C, COUNTY shall be entitled to receive payment as specified in Exhibit D,
Payment Provisions attached hereto and incorporated herein by this reference.

12 **4. AVAILABILITY OF FUNDING:**

13 It is mutually agreed and understood that the obligation of the CITY is limited by and
14 contingent upon the availability of CITY funds for the reimbursement of COUNTY's fees.
15 In the event that such funds are not forthcoming for any reason, CITY shall immediately
notify COUNTY in writing. COUNTY shall be entitled to reimbursement of costs for work
performed, in accordance with Exhibit D.

16 **5. HOLD HARMLESS/INDEMNIFICATION:**

17 **5.1** CITY shall indemnify and hold harmless the County of Riverside, its Agencies,
18 Districts, Special Districts and Departments, their respective directors, officers, Board
19 of Supervisors, elected and appointed officials, employees, agents and representatives
20 from any liability, claim, damage or action whatsoever, based or asserted upon any
21 actions of CITY, its officers, employees, subcontractors, agents or representatives
22 arising out of or in any way relating to this Agreement, including but not limited to
23 property damage, bodily injury, or death or any other element of any kind or nature
24 whatsoever and resulting from any reason whatsoever arising from the actions by
25 CITY, its officers, agents, employees, subcontractors, agents or representatives of this
Agreement. CITY shall defend, at its sole expense, all costs and fees including but
not limited to attorney fees, cost of investigation, defense and settlements or awards
of all Agencies, Districts, Special Districts and Departments of the County of
Riverside, their respective directors, officers, Board of Supervisors, elected and
appointed officials, employees, agents and representatives in any such action or claim
or action based upon such alleged acts or omissions.

26 **5.2** With respect to any action or claim subject to indemnification herein by CITY, CITY
27 shall, at its sole cost, have the right to use counsel of its own choice and shall have the
28 right to adjust, settle, or compromise any such action or claim without the prior
consent of COUNTY; provided, however, that any such adjustment, settlement
or compromise in no manner whatsoever limits or circumscribes CITY's
indemnification to COUNTY as set forth herein. CITY's obligation to defend,
indemnify and hold harmless COUNTY shall be subject to COUNTY having given

1 CITY written notice within a reasonable period of time of the claim or of the
2 commencement of the related action, as the case may be, and information and
3 reasonable assistance, at CITY's expense, for the defense or settlement thereof.
4 CITY's obligation hereunder shall be satisfied when CITY has provided to
5 COUNTY the appropriate form of dismissal relieving COUNTY from any liability for
6 the action or claim involved.

7 **5.3** The specified insurance limits required in this Agreement shall in no way limit or
8 circumscribe CITY's obligations to indemnify and hold harmless COUNTY herein
9 from third party claims.

10 **5.4** COUNTY shall indemnify and hold harmless the CITY, its Agencies, Districts,
11 Special Districts and Departments, their respective directors, officers, governing
12 bodies, elected and appointed officials, employees, agents and representatives from
13 any liability whatsoever, based or asserted upon any negligent or willful misconduct
14 of COUNTY its officers, employees, subcontractors, agents or representatives arising
15 out of or in any way relating to this Agreement, including but not limited to property
16 damage, bodily injury, or death or any other element of any kind or nature whatsoever
17 arising from the performance by COUNTY, its officers, agents, employees,
18 subcontractors, agents or representatives of this Agreement. COUNTY shall defend
19 at its sole expense, all costs and fees including but not limited to attorney fees, cost of
20 investigation, defense and settlements or awards of all Agencies, Districts, Special
21 Districts and Departments of the CITY, their respective directors, officers, governing
22 body, elected and appointed officials, employees, agents and representatives in any
23 claim or action based upon such negligent or omissions.

24 **5.5** With respect to any action or claim subject to indemnification herein by COUNTY,
25 COUNTY shall, at its sole cost, have the right to adjust, settle, or compromise any
26 such action or claim without the prior consent of CITY provided, however, that any
27 such adjustment, settlement or compromise in no manner whatsoever limits or
28 circumscribes COUNTY's indemnification to CITY as set forth herein. COUNTY's
obligation to defend, indemnify and hold harmless CITY shall be subject to CITY
having given COUNTY written notice within a reasonable period of time of the claim
or of the commencement of the related action, as the case may be, and information
and reasonable assistance, at COUNTY's expense, for the defense or settlement
thereof. COUNTY's obligation hereunder shall be satisfied when COUNTY has
provided to CITY the appropriate form of dismissal relieving CITY from any liability
for the action or claim involved.

5.6 The specified insurance limits required in this Agreement shall in no way limit or
circumscribe COUNTY's obligations to indemnify and hold harmless the CITY
herein from third party claims.

6. INSURANCE: COUNTY agrees to maintain the following insurance coverage's
during the term of this Agreement:

6.1 Workers' Compensation:

COUNTY shall maintain Workers' Compensation Insurance (Coverage A) as
prescribed by the laws of the State of California. Policy shall include Employers'
Liability (Coverage B) including Occupational Disease with limits not less than
\$1,000,000 per person per accident.

6.2 Commercial General Liability:

COUNTY shall maintain Commercial General Liability insurance coverage for claims

1 which may arise from or out of COUNTY's performance under this Agreement. 14-006
2 This coverage shall have a limit of liability not less than \$1,000,000 per occurrence
3 combined single limit.

4 **6.3 Vehicle Liability:**

5 COUNTY agrees to maintain automobile liability insurance for vehicles provided by
6 the COUNTY for use under this Agreement. This coverage shall have a limit of
7 liability of not less than \$1,000,000 combined single limit.

8 **6.4 General Insurance Provisions - All lines:**

9 **6.4.1** Any insurance carrier providing insurance coverage hereunder shall be
10 admitted to the State of California and have an A M BEST rating of not less
11 than A: VIII (A:8).

12 **6.4.2** The insurance requirements contained in this Agreement may be met with
13 a program(s) of self-insurance.

14 **7. TERMINATION:**

15 CITY and COUNTY reserve the right to terminate this Agreement at any time, with or
16 without cause, upon one hundred eighty (180) days advance written notice stating the
17 extent and effective date of termination. Upon receipt of any notice of termination
18 from CITY, COUNTY shall immediately cease all services hereunder except such as
19 may be specifically approved in writing by CITY and COUNTY. COUNTY shall be
20 entitled to compensation for all services rendered prior to termination and for any services
21 authorized in writing by CITY thereafter.

22 **8. FORCE MAJEURE:**

23 **8.1** In the event the COUNTY is unable to comply with any provision of this Agreement
24 due to causes beyond their control such as acts of God, acts of war, civil disorders, or
25 other similar acts, COUNTY will not be held liable to CITY for such failure to comply.

26 **8.2** In the event CITY is unable to comply with any provision of this Agreement due to
27 causes beyond their control such as acts of God, acts of war, civil disorders, or other
28 similar acts, CITY will not be held liable to COUNTY for such failure to comply.

9. ALTERATION:

No alteration or variation of the terms of this Agreement shall be valid unless made in
writing and signed by the parties hereto, as authorized by their respective governing bodies,
and no oral understanding or agreement not incorporated herein, shall be binding on any of
the parties hereto.

10. SEVERABILITY:

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid,
void or unenforceable, the remaining provisions will nevertheless continue in full force
without being impaired or invalidated in any way.

11. RECORDS:

COUNTY shall maintain and keep records of all expenditures and obligations incurred
pursuant to this contract and all income and fees received thereby according to generally
recognized accounting principles. Such records and/or animal control operations of
COUNTY shall be open to inspection and audit by CITY or its authorized representative
as is deemed necessary by the CITY Manager or the authorized representative of the

1
2 **12. NO THIRD PARTY BENEFICIARY:**

3 This contract between CITY and COUNTY is intended for the mutual benefit of the two
4 signing parties only. No rights are created under this contract in favor of any third party
5 or any party who is not a direct signatory to this contract.

6
7 **13. NONDISCRIMINATION:**

8 During the performance of this contract, COUNTY agrees that it shall not discriminate
9 on the grounds of race, religious creed, color, national origin, ancestry, age, physical
10 disability, mental disability, medical condition including the medical condition of
11 Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto,
12 marital status, sex or sexual orientation in the selection and retention of employees and
13 subcontractors and the procurement of materials and equipment, except as provided in
14 Section 12940 of the Government Code of the State of California. Further, COUNTY
15 agrees to conform to the requirements of the Americans with Disabilities Act in the
16 performance of this contract.

17
18 **14. VENUE:**

19 Any action at law or in equity brought by either of the parties hereto for the purpose of
20 enforcing a right or rights provided for by this contract shall be tried in a court of
21 competent jurisdiction in the County of Riverside, State of California, and the parties
22 hereby waive all provisions of law providing for a change of venue in such proceedings
23 to any other county. In the event either party hereto shall bring suit to enforce any term
24 of this contract to recover any damages for and on account of the breach of any term
25 or condition of this contract, it is mutually agreed that the prevailing party in such action
26 shall recover all costs thereof including reasonable attorneys' fees to be set by the court
27 in such action.

28
29 **15. ASSIGNMENT:**

30 It is mutually understood and agreed that this contract shall be binding upon COUNTY
31 and its successors. Neither this contract nor any part thereof nor any moneys due or to
32 become due hereunder may be assigned by COUNTY without the prior written consent
33 and approval of CITY. CITY and COUNTY hereby agree to the full performance of
34 the covenants contained herein.

35
36 **16. AMENDMENTS:**

37 Any amendments, including any supplements, to this contract shall be in writing and
38 shall have the approval of the Board of Supervisors of COUNTY and the CITY
39 Council. This is the entire contract for Animal Field and Shelter Services and supersedes
40 any prior written or oral contract inconsistent herewith. Any amendment will be presented
41 to the City Manager prior to CITY Council approval.

42
43 **17. NOTICES:**

44 All correspondence and notices required or contemplated by this Agreement shall be
45 delivered to the respective parties at the addresses set forth below and are deemed
46 submitted one day after their deposit in the United States mail, postage prepaid:

COUNTY:

Department of Animal Services
6851 Van Buren Boulevard
Jurupa Valley, CA 92509
Attention : Director

CITY:

City of Eastvale
6080 Hamner Avenue, Suite 100
Eastvale, CA 91752
Attention: City Manager

or to such other address (es) as the parties may hereafter designate in writing.

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CITY OF EASTVALE
EXHIBIT A
SCOPE OF ANIMAL FIELD SERVICE

14-006

The County of Riverside, hereinafter referred to as COUNTY, agrees to provide the following animal field services for the City of Eastvale, hereinafter referred to as CITY:

1. **Definition of Field Services:** The Animal Field Services to be provided by COUNTY for CITY within the corporate limits of CITY shall include but not be limited to the following activities:
 - 1.1 **Field Service Assistance:** Respond to all calls for field service assistance pursuant to the priority of calls as described in this Exhibit.
 - 1.2 **Impoundment:** Impound all animals found at large and collect such impound fees as as referenced in Riverside COUNTY Code Title 6 or appropriate CITY Municipal Code.
 - 1.3 **Proper Care and Treatment:** Provide care and treatment to any stray or abandoned animal in accordance with State law and local ordinances.
 - 1.4 **Animal Bites:** Investigate reported bites by animals. COUNTY shall respond in person to all reported bites by dogs or by suspected rabid or wild Animals. As part of this response, COUNTY shall contact and interview the bite victim (or the victim's parent(s) or guardian(s) in the case of a minor) as part of the bite investigation procedure.
 - 1.5 **Quarantine:** Quarantine, as prescribed by State law and COUNTY Ordinances as codified under Riverside COUNTY Code Title 6, or any successor thereto (hereinafter referred to as "Riverside COUNTY Code Title 6") all animals suspected to be rabid and/or that have bitten a person or other animal.
 - 1.6 **Stray and Barking Animal Complaints:** Respond to and process stray and barking animal complaints as referenced in Riverside COUNTY Code Title 6 or appropriate CITY Municipal Code.
 - 1.7 **Dead Animals:** Remove dead Animals from the public right-of-way except in such cases where the Animal is on a state highway within CITY limits. In such cases, COUNTY shall immediately (or as soon as reasonably practicable) notify by telephone, facsimile, electronic mail transmission or other means the State of California's Department of Transportation.
 - 1.8 **Return of Impounded Animals:** Encourage the return of any lost/stray Animal (impounded by field personnel) to the rightful owner in the field, subject to the payment of impound fees.
 - 1.9 **Licenses for Dogs:** County shall issue dog licenses for City residents at City's request. All fees collected for dog licenses shall be accounted for by County and credited to City on a monthly basis, provided, however, that County shall retain the sum of \$5.85 for each dog license issued hereunder. County shall verify dog license status when responding to requests for service or when responding to complaints about animal behavior. The Animal Control Officer, as part of said officer's regular animal control duties as defined by, but not limited to, the terms of this contract, shall conduct license inspection activities during animal control investigations so as to ascertain the number of unlicensed dogs, to license such dogs and to foster compliance with City of Eastvale Municipal Code. County shall also provide an automated or manual verification system whereby owners can verify the status of their

Animal's license by telephone.

14-006

1 **1.10 Kennels and Catteries:** COUNTY shall inspect and issue licenses to operate dog
2 kennels and catteries within CITY pursuant to CITY's municipal codes, and
3 collect fees in connection therewith. All fees for licenses to operate dog kennels and
4 catteries shall be retained by COUNTY.

5 **1.11 Issuance of Warnings and Citations:** Enforce all appropriate provisions of
6 Riverside COUNTY Code Title 6 including the issuance of warning notices or
7 citations as necessary for violations of the provisions of said Riverside COUNTY
8 Code Title 6, State law or CITY Municipal Codes.

9 **1.12 Service to Public:** Provide service to the public on matters covered in this contract
10 consistent with established policies and procedures that promote courteous and
11 efficient service and good public relations. Other policies and procedures
12 notwithstanding, COUNTY, in processing any type of complaint or request for
13 service, will indicate to the caller that a response can be expected as per Section 6
14 below.

15 **2. Shelter Care and Disposition Services:** The COUNTY will house CITY's animals at the
16 Western Riverside City/County Animal Shelter, or other County operated shelter at the
17 County's discretion.

18 **3. License Processing:**

19 Compensation for License processing shall be based upon actual licenses processed and
20 licensing processing rate. License processing costs shall be billed monthly and total
21 resulting compensation may vary from estimated contract cost.

22 **4. Provision of Vehicles and Radio Equipment:** COUNTY shall provide animal control
23 vehicle(s) with the appropriate animal control boxes mounted on the truck chassis and with
24 an air conditioning unit mounted on the animal control truck boxes for use to provide
25 contract services. The COUNTY shall equip fuel and maintain said vehicles.

26 **5. Missing or Stolen Animals:** COUNTY shall file a report with the Riverside Sheriff's
27 Department within 24 hours if an impounded Animal is missing or suspected to have been
28 stolen from an animal control vehicle or while in COUNTY custody. COUNTY shall
indicate on the police report the circumstances of the Animal's disappearance.

6. Priority of Field Services:

6.1 Definitions: Services are those enforcement activities rendered by COUNTY
pursuant to the relevant sections of Riverside COUNTY Code, Title 6 and related
State and CITY codes and are assembled for expediency into two categories:
Emergency and Non-Emergency. Priority Ranking refers to the order of priority
with which a call will be handled. All calls will go directly to the dispatcher or
assigned clerical staff for relay to the Animal Control Officer. If a call is
"exceptional," as defined in Section 6.4 of this Exhibit, it will be referred to the
Supervisor for evaluation and processing.

Field service activities will be performed daily and generally based upon the
priority ranking and based on limited service hours in accordance with contract
or part-time officer. All calls involving imminent danger scenarios will be
responded to within 60 minutes if reasonably possible, subject to considerations

1 involving the time of day, traffic conditions, or other uncontrollable
2 circumstances.

14-006

3 An Animal Control Officer will respond to animal medical emergencies and
4 other emergencies involving danger to humans within 30 minutes or less during
5 regular service hours, Monday through Friday, and within 60 minutes or less on
6 Saturdays and Sundays and after regular service hours and holidays. CITY
7 acknowledges that response time may be affected by traffic congestion or other
8 hindering circumstances uncontrollable by the COUNTY.

9 COUNTY shall provide a means for responding to calls for service that take place
10 during limited service periods (as defined below) which are of an emergent nature
11 pursuant to this Exhibit. Field service personnel shall be assigned to patrol and other
12 service field tasks as defined by COUNTY and CITY.

13 The following definitions of "regular service hours," "limited service" and
14 "holidays" are intended to identify the broad time frames during which specific levels
15 of service will be provided. "Regular Service Hours" shall be deemed to mean
16 between the hours of 7:30 am to 5:00 pm, Monday through Friday, holidays excepted.
17 "Limited service" shall be deemed to mean between the hours of 5:00 pm to 7:30 am,
18 Monday through Friday, all day Saturday, Sunday and on holidays. "Holidays" as
19 herein shall be those as established by the COUNTY and the CITY. The COUNTY
20 shall answer all telephone calls for Field Services during phone center operational
21 hours. Calls shall be received by the COUNTY answering service after hours and on
22 holidays, as noted above. Calls answered by the answering service will be handled on
23 an emergency basis as outlined in this Exhibit. The dispatcher and/or clerical
24 support staff shall maintain a detailed record of all requests, for service, both
25 emergency and routine, received during regular service hours and after regular service
26 hours, including time and date, when the calls were answered and the disposition of
27 those calls. Records of these calls shall be maintained for at least thirty (30) days.
28 The CITY and COUNTY agree that any incident reports to the COUNTY by
residents or through emergency services involving a dangerous, aggressive, wild,
injured or sick animal constitute an emergency and require immediate action by the
COUNTY pursuant to this contract.

Calls for service received after normal business hours that are not
of an emergent nature shall be answered by an answering service and referred to
call back on the next business day during phone center operational hours. These calls
will then be scheduled for response in accordance with this Exhibit.

6.2 Calls considered as Emergencies to be handled Without Delay:

- 6.2.1 Animals endangering health or safety of the community.
- 6.2.2 Police Department requests for service.
- 6.2.3 Sick or injured stray animals.
- 6.2.4 Animals in distress.
- 6.2.5 Humane investigations – life threatening. (Depending on immediate
circumstance)

6.3 Calls Considered as Non-Emergency to be handled during Regular Business Hours:

- 6.3.1 Pick-up confined, healthy, stray-animals.
- 6.3.2 Dead animal removal.
- 6.3.3 Quarantine investigations.

- 6.3.4 Leash law enforcement.
- 6.3.5 Nuisance animal investigations.
- 6.3.6 Permit investigations.

6.4 Exceptions:

The Animal Control Director or the deputies of the Animal Control Director may, on a case-by-case basis, authorize variations of priority when circumstances require. COUNTY shall provide a written report within five (5) business days of making a determination that a variation in priority was required. Qualifying incidents will be determined by the responding officer.

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EXHIBIT B

SCOPE OF ANIMAL SHELTER SERVICES

The County of Riverside, hereinafter referred to as COUNTY, agrees to operate and provide the following Animal Shelter Services for the City of Eastvale, hereinafter referred to as CITY:

1. **Shelter Location:** The COUNTY will house the CITY's animals at the Western Riverside County/City Animal Shelter, ("Shelter"), or other shelter operated by the County of Riverside at County's discretion.

The handling of these animals will comply with the terms of this contract. The county is responsible for the maintenance and operation of the shelter, and the care of the animals on a 24-hour basis.

2. **Contract Performance:** COUNTY's Director of Department of Animal Services, or appointed designee, shall meet as necessary to discuss contract performance with the CITY's City Manager or appointed designee.

3. **Shelter Services:**

- 3.1 **Treatment of Animals:** Adequate care and treatment of animals while in custody at the Shelter to ensure that animals impounded are provided with humane and appropriate levels of care including a clean environment, fresh water, adequate nutrition and appropriate medical care.

- 3.2 **Spay and Neuter:** Ensuring that all dogs and cats adopted from the Shelter are spayed or neutered, or that adequate provisions are made for such spaying or neutering if COUNTY transfers any animals, or if adopted animal is unable to receive spaying or neutering due to a medical condition.

In accordance with California Food and Agricultural Code Sections 30503 and 31751.3, if a veterinarian employed at the Shelter certifies that a dog or cat is too sick or injured to be spayed or neutered, the COUNTY shall collect a spay/neuter deposit from said adopter or purchaser and said deposit will be deposited into a segregated fund, which will be maintained by the COUNTY. Such deposit will be fully refunded to the adopter or purchaser if proof of sterility is provided within 30 business days from the date of surgery, at which the deposit is forfeited in accordance with the CA Code 30503 and 31751. Accordingly spay and neuter deposits may only be used by the COUNTY for programs to spay or neuter dogs and cats.

- 3.3 **Volunteer Program:** Maintenance of a program to provide for the participation of Volunteer's in programs relating to animals.

- 3.4 **Enforcement:** Enforce all relevant provisions of County of Riverside Title 6, ANIMALS, and State law as may be applicable to animals housed, kept or maintained at the Shelter.

- 3.5 **Incoming Animal Identification:** Incoming animals must be checked immediately for collar tag, and scanned for microchip by qualified Shelter staff within one hour of arrival to the Shelter. Shelter staff shall make all attempts to notify owners within twenty-four (24) hours of the animal impound by COUNTY.

- 3.6 **Quarantine:** COUNTY shall quarantine, as prescribed by law, all animals suspected of being rabid, or involved in a bite investigation.

- 3.7 **Impoundments and Quarantines:** COUNTY shall house, feed and care for all

animals impounded and/or quarantined at the Shelter.

1 **3.8 Incoming Animal Examinations/Assessments:** A cursory exam will be performed
2 within twelve (12) hours, except after regular business hours when the examination
3 will be performed within twenty-four (24) hours. Incoming animal assessment must
4 include the following:

5 **3.8.1** A physical examination to determine if a medical condition exists which
6 requires a veterinarian’s attention

7 **3.8.2** Routine vaccinations and de-worming, as needed

8 **3.8.3** External parasite treatment, as necessary

9 **3.8.4** Document the animal’s incoming weight

10 **3.8.5** Scan for microchip identification

11 **3.8.6** Establish unique identifier for the animal

12 **3.8.7** Document any identifying features or abnormalities. The COUNTY shall
13 properly document on an animal-by-animal basis that an
14 examination/assessment is performed.

15 **3.9 Behavioral Assessments:** Behavioral Assessments of Shelter animals will be
16 conducted in accordance with guidelines established by the Department of Animal
17 Services.

18 **3.10 Adoption:** Animals identified as being available for adoption are placed in
19 adoptable areas of the Shelter.

20 **3.11 Community Adoption Partners:** California Food & Agricultural Code, Sections
21 31108(b) and 31752(b) state any stray dog/cat “that is impounded pursuant to this
22 division shall, prior to the euthanasia of that animal be released to a nonprofit, as
23 defined in Section 501(c) (3) of the Internal Revenue Code, animal rescue or
24 adoption organization if requested by the organization prior to the scheduled
25 euthanasia of that animal. The public or private shelter may enter into cooperative
26 agreements with any animal organization or adoption organization. In addition to
27 any required spay or neuter deposit, the public or private shelter, at its discretion,
28 may assess a fee, not to exceed the standard adoption fee, for animals adopted or
released.”

3.12 Foster Care Placement: A foster care placement program assists the Shelter by
improving animal care, giving certain animals a better chance of adoption, and lifting
the spirits and morale of staff and volunteers.

3.13 Vicious Dogs: Any dog declared or determined to be vicious/dangerous and in
custody of the Shelter either under impoundment or quarantine shall be deemed
unsuitable for adoption and shall not be released except as required by law or at the
Director’s discretion.

3.14 Euthanasia: Provide humane euthanasia service as required for impounded
animals held at the Shelter for the lawful number of days, if such animal is not
reclaimed by said animal’s owner and is deemed to be not adoptable by COUNTY.
Animals that are irremediably suffering from a serious illness or severe injury may
not be held for owner redemption or adoption. Only euthanasia methods approved
by the American Veterinary Medical Association shall be used.

Records will be kept for a period of not less than three (3) years on each
euthanized animal including the following information: breed; sex; color;
weight; other distinguishing characteristics; date, time and location where animal
was found; method of euthanasia and reason for use of method.

3.15 Drug Enforcement Agency (DEA): Additionally, the COUNTY must comply

with all Drug Enforcement Agency (DEA) regulations regarding storage, record-keeping, inventory, use, and disposal of all controlled substances.

3.16 **Feeding Protocols:** All animals shall be fed in amounts appropriate to meet their nutritional needs.

3.17 **Staffing and Volunteers:** COUNTY shall recruit and supervise all necessary personnel for the office, kennel, veterinary and other areas of the Shelter. Staffing shall include any and all full or part-time personnel and shall include the recruitment, supervision and assignment of volunteers in suitable Shelter-related activities. Personnel employed at the Shelter in the performance of Shelter-related activities shall be designated as COUNTY employees and any and all volunteers engaged in Shelter activities shall participate in activities designated by COUNTY and shall be under the auspices of COUNTY. Use of volunteers at the Shelter shall be determined by COUNTY on behalf of CITY.

3.18 **Holding Periods:** COUNTY shall hold all stray impounded animals, not otherwise owner identifiable, for holding periods as required by law.

3.19 **Missing Animals:** COUNTY shall notify police immediately of any animal found to be missing from the Shelter that had previously been impounded and/or in protective custody.

3.20 **Hours of Operation:** COUNTY shall maintain hours of operation at the Shelter to provide maximum public access for the animals, to the extent possible.

3.21 **Disease Control and Sanitation:** COUNTY shall maintain the Shelter in a clean and sanitary condition. COUNTY's policies and procedures in this area may include beneficial standards and/or guidelines derived from reputable animal care organizations including, but not limited to, the following: Humane Society of the United States, American Humane Association and American Veterinary Medical Association.

3.22 **Provision of Personnel and Supplies:** COUNTY will provide personnel, supplies, materials, medication, pharmaceuticals, and equipment, including forms and reports to perform all aspects of the Shelter Services program.

3.23 **CITY Access:** COUNTY shall provide access to the authorized representatives of CITY to the entire Shelter during normal business hours, and at such other times upon reasonable notice.

3.24 **Livestock and Fowl Care:** COUNTY shall provide food, care and shelter to livestock and fowl, either at the Shelter or at another location when such animals cannot be cared for at the Shelter. Costs of housing any livestock or fowl, regardless of Shelter location shall be charged to the owner of the animal, if known. If the animal's owner wishes to redeem the animal, the owner shall first pay all applicable fees and charges at the Shelter; except as otherwise required by law, then and only then, will the COUNTY authorize release of the animal. COUNTY shall notify CITY in writing where said expenses reach the amount of \$5,000 or greater per incident. Such expenses shall not exceed the amount of \$25,000 per incident unless authorized in writing by CITY.

3.25 **Animal Disposal:** COUNTY shall prohibit any animal whether dead or alive, which has been impounded, in custody, or in quarantine at the Shelter to be given away, disposed of, traded, sold or in any manner given over to another person, organization or entity for experimentation, regardless of purpose. COUNTY shall be responsible for the disposal of animal remains in its custody or control, subject to applicable laws.

1 **3.26 Level of Service Provided:** COUNTY will provide Shelter Services as 14-006
2 defined in this contract. COUNTY's policies and procedures for Shelter Services
3 shall be based on standards and/or guidelines derived from reputable animal care
4 organizations including, but not limited to the following: Humane Society of the
5 United States, American Humane Association and American Veterinary Medical
6 Association.

7 **3.27 Licenses for Dogs:** COUNTY shall issue dog licenses for CITY residents in
8 accordance with Licensing Program.

9
10
11 **4. Compensation:**

12 **4.1** Compensation for Sheltering: Compensation for shelter services shall be based upon
13 established rate for shelter service at specified primary shelter location and three prior
14 fiscal year impounds of dogs and cats. An annual rate shall be established based on
15 these factors and payable monthly in 1/12th increments. Additional costs for large
16 animal sheltering are incurred at \$20 per animal per day for horses and cattle and \$12
17 per animal per day for swine, goats and sheep in accordance with ordinance and will
18 be billed based on actual sheltering on a monthly basis.

19 **4.2** Compensation for Operations and Maintenance: Compensation for Operations and
20 maintenance shall be based upon rate for shelter service at a specified primary shelter
21 location and three prior fiscal year impounds of dogs and cats. An annual rate shall be
22 established based on these factors and payable monthly in 1/12th increments.

23 **4.3** License Processing: Compensation for License processing shall be based upon actual
24 licenses processed and licensing processing rate. License processing costs shall be
25 billed monthly and total resulting compensation may vary from estimated contract
26 cost.

27 **4.4** Outreach Activities: Daily flat rates educational outreach and shot clinics will be
28 billed based on actual outreach days scheduled. Compensation accounts for full staff
29 time to provide service for one day. The maximum time possible will be afforded for
30 actual outreach activity; however actual outreach activity time will be reduced by
31 travel and preparation time the day of the event.

32
33 **5. Definitions:**

34 **5.1** "Shelter Services," as used in this contract shall include, but is not limited to, the
35 following activities:

36 **5.1.1** Impoundment, admittance, receiving, care, custody and feeding of any and all
37 stray domestic animals. Livestock, exotics and the impoundment of wildlife
38 as may be delivered and/or received at the Shelter until an appropriate wildlife
39 agency can be contacted and the wildlife then transferred into their custody.

40 **5.1.2** Redemption, treatment, sale, adoption, and/or disposal of any and all animals.

41 **5.1.3** Counseling and advising animal owners.

42 **5.1.4** Each animal shall be identified individually and photographs of all newly
43 impounded animals shall be posted on the Shelter website.

44 **5.1.5** Ensuring that all dogs, four months and older, released from the Shelter to a
45 resident of Riverside County are licensed and, if not licensed, to sell license
46 to the owner or other person taking custody of each such dog. In accordance
47 with COUNTY ordinances, require the micro-chipping of released
48 animals at the owner's expense.

49 **5.1.6** Humane euthanasia of animals as lawful and necessary, including the

creation of a log detailing those animals that are euthanized and the reasons for such euthanasia on an animal-by-animal basis. This log shall further state whether the animal was unhealthy and unsuitable for adoption.

5.1.7 Proper disposal of dead animals.

5.1.8 Care and maintenance of the Shelter facility, including land and buildings. "Care" includes, but is not limited to providing a safe, temporary refuge for any animal impounded, and providing needed medical services for injured/sick animals or transfer of animal to the appropriate agency.

5.2 "Adoptable Animal," shall mean those animals eight weeks of age or older that at or subsequent to the time the animals are impounded or otherwise taken into possession, have manifested no sign of disease, injury, or congenital or hereditary condition that adversely affects the health or temperament of the animal, or that is likely to adversely affect the animal's health in the future. Dogs declared as "vicious" under State and/or local laws are unadoptable.

5.3 "Treatable," shall mean an animal with a medical condition such as skin problems bad flea or skin infestations, a broken limb, abscess, or problems that may be treated with appropriate resources, holding space, treatment and/or time. "Treatable" shall also mean an animal with behavioral conditions that may be corrected with time and proper training, such as chasing animals/objects, food aggression, etc.

5.4 "Untreatable Animal," shall mean any animal that is irremediably suffering from a serious illness or physical injury or behavioral condition and shall not be held for owner redemption or adoption.

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EXHIBIT C

SCOPE OF INTEGRATED CANINE LICENSING PROGRAM

The County of Riverside, hereinafter referred to as COUNTY, agrees to provide the following Integrated Canine Licensing Program (“ICLP”) services for the City of Eastvale, hereinafter referred to as CITY. Contingent upon adoption of this contract is the adoption in principal by CITY the provisions of Title 6 including dog license fees:

1. Definition of Integrated Licensing Program Services: The Licensing Program Services to be provided by COUNTY for CITY within the corporate limits of CITY shall include but not be limited to the following activities:

1.1 Licensing Program Operations: Riverside County’s Department of Animal Services (RCDAS) has developed a dog licensing program which consists of highly skilled staff in customer relations and licensing governance, applied GIS technology and specific smart phone applications at the customer interface. This is coupled with the use of administrative citations, a web based payment platform and a semi-automated vaccination certificate recognition process at the department level. Specifically, the License Inspectors (LI) can pinpoint service areas where dog licenses are low in number when compared to the human population using GIS mapping applications.

1.2 License Inspectors Field Services: License Inspectors field services consist of traditional door knocking, observing and or hearing barking dogs and accessing the department’s database to determine if licensed dogs reside at that address. Dependent upon the response of the dog owner, the LI may educate the resident in the tenants of pet ownership, issue a citation, or offer compliance solutions in the form of low-cost vaccination and department spay/neuter services. RCDAS aggressively pursues grant funding and has been very successful in utilizing grants to offer free services to these targeted areas; the so called “Healthy Pet Zones”.

1.2.1 Licenses (Section 2 of Riverside County Ordinance 630 as of 4/10/13)

Subject to the provisions of Section 2 in the Riverside County Ordinance 630, licenses shall be issued upon payment of the following fees which are subject to change as established by Riverside County Ordinance 630;

1. License valid for one (1) year from date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce. \$16.00.

2. License valid for one (1) year from date of issuance, for each dog to which the provisions of Section 2, Subsections (f) (1) and (7) of Ordinance 630 are not applicable. \$100.00. Except for animals owned by recognized dog or cat breeders, as defined by Department of Animal Services Policy, the fee shall be \$65.00.

3. License valid for two (2) years from date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce. \$25.00.

4. License valid for two (2) years from date of issuance, for each dog to which the provisions of Section 2, Subsections (f) (3) and (8) of Ordinance 630 are not applicable. \$175.00. Except for animals owned by recognized dog or cat breeders, as defined by Department of Animal Services Policy, the fee shall be \$115.00.

1 5. License valid for three (3) years from date of issuance, for each sterile dog,
2 accompanied by a certificate signed by a veterinarian that said dog is permanently
3 unable to reproduce. \$35.00.

4 6. License valid for three (3) years from the date of issuance, for each dog to which
5 the provisions of Section 2, Subsections (f) (5) and (9) of Ordinance 630 are not
6 applicable. \$225.00. Except for animals owned by recognized dog or cat breeders, as
7 defined by Department of Animal Services Policy, the fee shall be \$150.00.

8 7. License valid for one (1) year from date of issuance, for each sterile dog, which is
9 owned by a person sixty (60) years of age or older, and is accompanied by a certificate
10 signed by a veterinarian that said is permanently unable to reproduce. \$10.00.

11 8. License valid for two (2) years from date of issuance, for each sterile dog, which is
12 owned by a person sixty (60) years of age or older, and is accompanied by a certificate
13 signed by a veterinarian that said dog is permanently unable to reproduce. \$15.00.

14 9. License valid for three (3) years from date of issuance, for each sterile dog, which is
15 owned by a person sixty (60) years of age or older, and is accompanied by a certificate
16 signed by a veterinarian that said dog is permanently unable to reproduce. \$20.00.

17 10. Dangerous Animal Registration as required by Ordinance No. 771. \$250 per year.

18 11. A processing fee of \$1.50 shall be added to each license processed online.

19 g. No fee shall be required for a license for any "assistance dog" such as a guide dog,
20 signal dog or service dog as defined in California Food and Agriculture Code, Section
21 30850. (a), if such dog is in the possession and under the control of, in the case of a
22 guide dog, a blind person, or in the case of a signal dog, a deaf or hearing-impaired
23 person, or in the case of a service dog, a physically disabled person, or where such dog
24 is in the possession and under the control of a bona fide organization having as its
25 primary purpose the furnishing and training of guide dogs for the blind, signal dogs
26 for the deaf or hearing-impaired, or service dogs for the physically disabled. However
27 this provision does not remove the owner's responsibility to vaccinate said dogs
28 against rabies and attach a current license tag to the dog's collar. Whenever a person
applies for an assistance dog identification tag, the person shall sign an affidavit as
defined in California Food and Agriculture Code, Section 30850 (b).

h. No fee shall be required for a license for any dog owned by a public entity.

i. Each license specified in Section 2 of Ordinance 630 shall be valid for the period
specified in Section 2 and shall be renewed within thirty (30) days after such period
terminates, except that where the current vaccination for the dog which is the subject
of the license shall expire prior to the expiration date of the license being applied for,
the Director may upon request of the owner or custodian of such dog, backdate such
license so that its expiration date occurs concurrent with or prior to the expiration date
of the vaccination; provided, however, that where such backdating is performed, there
shall be no reduction or discount of the license fee applicable to the license applied
for, and such license shall be renewed within thirty (30) days after the date of its
vaccination; provided, however, that where such backdating is performed, there shall
be no reduction or discount of the license fee applicable to the license applied for, and
such license shall be renewed within thirty (30) days after the date of its expiration.

j. If an application for a license is made more than thirty (30) days after the date a dog
license is required under Ordinance 630, the applicant shall pay, in addition to the
applicable license fee, a late fee of twenty five dollars (\$25.00). A late fee for an
altered dog owned by a senior citizen is established at \$15.00.

k. Whenever a dog validly licensed under Ordinance 630 shall have died more

1 than three (3) months before the expiration date of the license, the owner of
2 such dog may return the license tag to the Director, accompanied by a statement
3 signed by a veterinarian or a declaration signed under penalty of perjury by the owner,
4 indicating that such dog is dead and specifying the date of death. In such event, the
5 license shall be canceled and a pro-rata credit of the license fee by full calendar
6 quarters of the original license period remaining after the death of the dog may be
7 applied during said remaining period to the license fee for another dog acquired by the
8 same owner.

9 l. Upon transfer of ownership of any dog validly licensed under Ordinance 630, the
10 new owner shall notify the Director of such transfer within thirty (30) days of such
11 transfer, on a form prescribed by the Director, accompanied by a transfer fee of six
12 dollars (\$6.00).

13 m. Notwithstanding the provisions of Section 2, Subsection (a) of Ordinance 630,
14 where a person moves into the unincorporated area of the County of Riverside from
15 another community who owns a dog which is currently vaccinated against rabies and
16 for which dog a license was issued by such other community, such license shall be
17 deemed valid for a period of one (1) year from the date such person moves into the
18 unincorporated area of the County of Riverside or on the date of expiration of the
19 license issued by such other community, whichever is earlier. If an application for a
20 license from the Director is made more than thirty (30) days after such license is
21 required, the applicant shall pay, in addition to the applicable license fee, a late fee of
22 twenty five dollars (\$25).

23 n. If a valid license tag is lost or destroyed, a duplicate thereof may be procured from
24 the Director upon submission to the Director of a statement signed by the owner of the
25 dog containing the date and circumstances of such loss or destruction and the payment
26 of a fee of six dollars (\$6.00).

27 o. Upon request of the Director, any owner of a dog for which a license is required
28 under the provisions of Ordinance 630 shall present to the Director a currently valid
certificate of rabies vaccination or license tag.

p. It shall be unlawful for any person to make use of a stolen, counterfeit or
unauthorized license, tag, certificate or any other document or thing for the purpose of
evading the provisions of Ordinance 630.

1.3 Rabies Vaccination Certificate Data: Rabies vaccination certificates are collected
from area veterinarians and downloaded into the database after the data has been scrubbed
of inconsistencies. Reminders of licensing requirements are automatically generated and
mailed to dog owners. Those owners who fail to comply may be subsequently issued
administrative citations. Remittance options include the "Web Licensing" portal on the
department website, www.rcdas.org.

2. Compensation:

2.1 The CITY will authorize the COUNTY to collect and retain any and all canine license
revenue generated by CITY residents during the term of the Agreement. All fees collected for
dog licenses shall be accounted for by COUNTY and credited back to the CITY on a Monthly
basis. COUNTY shall retain the sum of \$5.85 for each dog license issued hereunder. COUNTY
shall verify dog license status when responding to requests for service or when responding to
complaints. COUNTY shall also provide an automated or manual verification system
whereby owners can verify the status of their Animal's license by telephone. // // // //

CITY OF EASTVALE
EXHIBIT D
PAYMENT PROVISIONS

14-006

CITY shall pay to COUNTY on a monthly basis in arrears, with a monthly billing and accounting thereof by COUNTY to CITY those fees as established by County of Riverside Ordinance 630; relative to the services to be performed under this Agreement as follows:

1. Animal Field Services:

1.1 One half of FTE(Annual) Animal Control Officer: $.5 \times \$127,026 = \$63,513^*/\text{year}$
4 hours a day, 5 days a week, 20 hours per week

*The cost to provide one half-time Animal Control Officer to service an area for a total of 1040 hours

per fiscal year, including a factor for direct and indirect overhead and all operational expenses. This cost does not include overtime. Payable monthly in 1/12th increments of \$5,293/monthly.

1.2 Estimated Overtime Services 274.5 hours x \$82** = **\$22, 509/year**

**The cost to provide after-hours services (evenings, weekends and holidays) with a minimum 2 hour call out. Estimate based on past experience. To be billed based on actual usage.

1.3 Animal Control Target Area Sweeps: \$2,460 per target sweep

(The cost to provide 5 officers for 6 hours to perform target area sweep, to be billed based on actual usage as requested by City.)

1.4 Shot Clinic: \$2,783 per shot clinic

(The cost to provide 3 clinic services staff and one veterinarian for 9 hours, to be billed based on actual usage as requested by City.)

2. Animal Shelter Services:

2.1 Animal Sheltering Services: **\$100,740/year**

Fixed rate based on prior three fiscal year impounds $730 \times \$138$ per cat or dog sheltering rate at Western Riverside County/City Animal Shelter. This formula establishes a fixed rate that will be payable in 1/12th monthly increments of \$8,395/monthly. The CITY will be provided prior year impound rates by March 31st each year.

2.2 Operational and Maintenance (O&M) Costs: **\$9,147/year**

Fixed rate based on prior three fiscal year impounds $730 \times \$12.53 =$ O&M rate at Western Riverside County/City Animal Shelter. This formula establishes a fixed rate that will be payable in 1/12th monthly increments of \$762/monthly. The City will be provide prior year impound rates by March 31st each year.

2.2 Large animal sheltering of horses and cattle at \$20 per animal per day of sheltering. (Additional cost billed on actual use.)

2.3 Large animal sheltering of swine, goats and sheep at \$12 per animal per day of sheltering. (Additional cost billed on actual use.)

3. Integrated Canine Licensing Program:

3.1 The COUNTY will provide the Integrated Canine Licensing Program for the CITY. COUNTY projects revenue will offset the cost of this program and generate an annual amount of \$200,000 in additional revenue to be used to reduce the amount of the Agreement.

3.2 The CITY will authorize the COUNTY to collect and retain any and all canine license revenue generated by CITY residents during the program and term of the Agreement. All fees collected for dog licenses shall be accounted for by COUNTY and credited back to the CITY on a monthly basis, COUNTY shall retain the sum of \$5.85 for each dog license issued hereunder.

3.3 License Inspector (LI) position: $0.5 \times \$89,315^* = \$44,658$
 (The other half of the LI position will be paid by and used for the City of Jurupa Valley.)

*The cost to provide one FTE License Inspector to service an area for a total of 2,080 hours per fiscal year, including a factor for direct and indirect overhead and all operational expenses.

3.4 Office Assistant (OA) position: $0.25 \times \$50,000^* = \$12,500$

(The other three quarters of the OA position will be paid by and used for the City of Jurupa Valley.)

**The cost to provide one FTE Office Assistant to process the citations generated by the LI.

4. Outreach Activities:

Daily flat rates for education outreach and shot clinics will be billed based on actual outreach days scheduled. Compensation accounts for full staff time to provide service for one day. The maximum time possible will be afforded for actual outreach activity; however actual outreach activity time will be reduced by travel and preparation time the day of the event.

4.1 Animal Control Target Area Sweeps: \$2,460 per target sweep

(The cost to provide 5 officers for 6 hours to perform target area sweep, to be billed based on actual usage as requested by City.)

4.2 Shot Clinic: \$2,783 per shot clinic

(The cost to provide 3 clinic services staff and one veterinarian for 9 hours, to be billed based on actual usage as requested by City.)

4.3 Outreach event \$2553 per event flat rate billed on actual use

(The cost to provide 3 staff, 9 hours each, OT rates used due to limited staffing levels-supplemented by volunteers.)

5. Summary of Compensation for Animal Services: The following chart summarizes the fees to be charged by the COUNTY for animal services pursuant to this Agreement.

Service	FY14/15	FY15/16	FY16/17	Total
Half-time Field Services	\$63,513	\$63,513	\$63,513	\$190,539
Over-time Field Services (Estimated)*	\$22,509	\$22,509	\$22,509	\$67,527
Total Field Services	\$86,022	\$86,022	\$86,022	\$258,066
Shelter Services**	\$100,740	\$100,740	\$100,740	\$302,220
O&M Costs***	\$9,147	\$9,147	\$9,147	\$9,147
Total Shelter Services	\$109,887	\$109,887	\$109,887	\$329,661
0.25 FTE Office Assistant (OA)	\$12,500	\$12,500	\$12,500	\$37,500
0.5 FTE License Inspector (LI)	\$44,658	\$44,658	\$44,658	\$133,974
License Processing Fees (Estimated)****	\$26,588	\$26,588	\$26,588	\$79,764
Total Licensing Program	\$83,746	\$83,746	\$83,746	\$251,238
Total for all services before credit	\$279,655	\$279,655	\$279,655	\$838,965
Projected CITY License Revenue (Credit, off-set CITY Cost)	\$200,000	\$200,000	\$200,000	\$600,000
Total	\$79,655	\$79,655	\$79,655	\$238,965

Rates are subject to change as adopted by the Board of Supervisors.

1 The scheduled compensation payable to COUNTY for all services as set forth in this
2 Agreement is eight hundred thirty thousand nine hundred sixty-five dollars
3 (\$838,965) for the period commencing July 1, 2014 through June 30, 2017.

14-006

4 *Field services may fluctuate based on actual on call usage.

5 **Shelter services fixed rate will be adjusted for each year of contract by the following formula:
6 Prior three fiscal year dog/cat impounds x sheltering rate. This formula establishes a fixed rate
7 that will be payable in 1/12th monthly increments. The CITY will be provided with prior year
8 impound rates by March 31st each year.

9 ***Operation & Maintenance fixed rate will be adjusted for each year of contract by the
10 following formula: Prior three fiscal year dog/cat impounds x O&M rate. This formula
11 establishes a fixed rate that will be payable in 1/12th monthly increments. The CITY will be
12 provided with prior year impound rates by March 31st each year.

13 ****License processing costs may fluctuate based on actual number of licenses processed.

14 // // // // //



City of Eastvale
City Council Meeting Agenda
Staff Report

MEETING DATE: MAY 14, 2014

9. *CITY MANAGER'S REPORT*



City of Eastvale
City Council Meeting Agenda
Staff Report

MEETING DATE: MAY 14, 2014

10. *STUDENT LIAISON UPDATE*



City of Eastvale

City Council Meeting Agenda

Staff Report

MEETING DATE: MAY 14, 2014

11. COUNCIL COMMUNICATIONS



City of Eastvale
City Council Meeting Agenda
Staff Report

MEETING DATE: MAY 14, 2014

12. *CLOSED SESSION*



City of Eastvale
City Council Meeting Agenda
Staff Report

MEETING DATE: MAY 14, 2014

13. ADJOURNMENT