

MINUTES

**SPECIAL WORK SESSION OF
THE CITY COUNCIL
OF THE CITY OF EASTVALE
Wednesday, March 2, 2011
6:30 P.M.**

**Rosa Parks Elementary School
13830 Whispering Hills Drive
Eastvale, CA 92880**

1. *CALL TO ORDER:*

The Special Work Session of the City Council of the City of Eastvale was called to order at 6:31 p.m. by Mayor Rush.

2. *ROLL CALL:*

Interim City Clerk Haughney called the roll.

Present: Council Members Bootsma, Howell and Welch, Mayor Pro Tem DeGrandpre, and Mayor Rush.

Staff Members Present: Interim City Manager Van Nort, Interim City Attorney Cavanaugh, Interim Finance Director Shea, City Engineer Kashiwagi, Assistant to the City Manager Williams, IT Volunteer Van Gelder, and Interim City Clerk Haughney.

3. *PLEDGE OF ALLEGIANCE:*

The Pledge of Allegiance was led by Mayor Rush.

4. *PRESENTATIONS/ANNOUNCEMENTS*

There were no presentations.

5. *PUBLIC COMMENT*

There was no public comment.

6. *APPROVAL OF MINUTES*

There were no minutes for approval.

7. *CONSENT CALENDAR*

There were no Consent Calendar items.

8. PUBLIC HEARINGS

There were no Public Hearing items.

9. NEW BUSINESS ITEMS

- 9.1 Presentation of Department goals and Objectives and Discussion of FY2011-2012 budget issues.

Mayor Rush noted that this would be the first budget that the City would adopt.

Interim City Manager Van Nort suggested that the City Council have the meeting not run more than two hours or beyond 9:00 p.m., which was a normal practice for Work Session Meetings. He reiterated what the Mayor had stated and added that these would be the first goals set for the City. He went on to explain the problems that have been found in the Comprehensive Fiscal Analysis. He reviewed the schedule for setting the budget, which would be adopted by June 29th. The Interim City Manager briefly discussed the topics and goals of staff, including citizen participation, and the economic strategy of the City.

Interim City Manager Van Nort provided an overview of the City Council and City Manager's Department and the goals for the City Council and his department in the upcoming fiscal year.

Interim City Attorney Cavanaugh provided an overview of the City Attorney's Department and his duties. He went on to provide the goals he would be working on in the upcoming fiscal year.

Council Member Welch stated that from what he understood Interim City Attorney Cavanaugh would be working with the ad hoc committee, and would be reporting on the scope of the Non-Profit Community Foundation to the City Council.

Interim City Attorney Cavanaugh confirmed that the committee would be reporting back to the City Council.

Interim City Clerk Haughney reviewed the duties of the City Clerk's Department and gave an overview of the goals for the City Clerk's Department in the 2011/12 fiscal year. She stated that the Comprehensive Fiscal Analysis did not include any type of budget for the City Clerk's Department outside of personnel costs and the department has had to come forward for approval of all activities and projects in the department.

There was discussion about the types of documents that the City Clerk's Department would be receiving from the County and the costs to handle the records. There was a concern that the County would be charging the

City to store the documents within County facilities and the need to acquire the records quickly.

Finance Director Shea thanked Accounting Specialist Montoya for her assistance with the budget. He provided an overview of the objectives and goals for the Finance Department.

Planning Director Norris provided a brief department overview and discussed several projects the Planning Department would be working on.

City Engineer Kashiwagi provided an over view of the Public Works Department that consists of Building and Safety, Development Services, Engineering and Operations and Maintenance. He reviewed eight areas of focus for the departments.

Council Member Welch apologized to staff and his colleagues regarding the discussion about the bike lanes at the previous meeting.

There was discussion about the process of developing and adopting the City's Development Impact Fees.

Police Captain Danny Feltenberger provided an overview of the departments activities and objectives.

There was discussion about the difference between reserve officers and regular officers. Captain Feltenberger stated that there was no way to tell the difference between the two and both are very active in stopping crime.

There was discussion about grants. The Sheriff's Department would write the grants, but the City Council would have to accept them. There was additional discussion about the types of grants available and the process of acquiring them.

Neighborhood Watch Programs were discussed. Captain Feltenberger provided information about the various groups of residents that were already established in the City to help prevent crime in the area.

Fire Battalion Chief Matthew Conoscente provided a department overview, and stated that the dedication of the new Eastvale Fire Station would happen in the Summer of 2011. Battalion Chief Conoscente went on to explain the various upcoming objectives of the department.

There was discussion about the furnishings and fixtures for the new Fire Station, and if there was a possibility of those items being donated. Battalion Chief Conoscente stated that he would look into the possibility.

There was additional discussion about the dedication of the new fire station and what type of event it would be.

There was discussion about the impact of hazmat calls on the City's budget.

The Information Technology systems for the City were discussed. Community Development and Land Use Software was discussed. It was stated that the current phone system in City Hall was not sufficient anymore. There were no individual voicemail boxes or extensions and calls could not be transferred. The development of the City's Official Website was also discussed.

There was discussion about the benefits of Community Development Software.

All the budget issues were reviewed and there was discussion about what items would be a priority. The City Council thought that all the items discussed during the presentation were relevant and needed in the City.

Council Member Bootsma expressed that it was a priority to find a place for City Hall that had more room for staff to work because the City could not move forward unless it had room to expand.

Council Member Welch expressed that there were several items on the presentation that were not optional. He stated that he would like to see a list of the staff's priorities for the items presented.

There was discussion about the funds available for the budget. It was stated that the amounts that were previously projected had not been accurate, and there will be a variance in the amounts that is currently unknown.

Due to the City Council not knowing exactly what the budget would be, it was decided that the Finance Department would break all the items into certain funds and the City Council would look at that breakdown.

Council Member Welch stated that the Core Values should be put in reverse order.

There was discussion about the City Hall location.

Dickie Simmons, a resident, stated that he felt the City should make public safety a priority and make sure that the Riverside County Sheriff's Department had all the resources they needed. Mr. Simmons suggested working with the School District to see if there was any way they could provide office space for the City at the local high school during the transition. He did not feel that changing the zoning code should be a priority.

Irene Long, a resident, was concerned that she did not see emergency preparedness or public health in the budget. Staff informed her that the County provided public health services at no cost to the City.

Chad Blais, a resident, asked if franchise fees were subject to Proposition 218 notification requirements and if there were any new fees that would be assessed to the residents. Interim City Attorney Cavanaugh stated that franchise fees were not subject to those requirements and there were no new fees that he was aware of.

There was discussion about the schedule of the budget process and if all the items discussed had been planned for in the budget originally. It was stated that it would be helpful to have a breakdown showing which items were already projected and which were newly added.

There was discussion about the timing and budget cycle, and how other budgets being prepared by other agencies at the same time may affect the City's budget.

Mayor Rush asked if there were any services that are struggling with their budget. Interim City Manager Van Nort stated that Animal Control and Public Works would struggle, but those services could be adjusted. He would have to research the matter and would then be able to provide the City Council with additional information.

9.2 Discussion and direction regarding Bike Lanes on Hamner Ave. and Sumner Ave.

Planning Director Norris stated that there had been questions about installing bike lane striping and signals.

City Engineer Kashiwagi stated that he had gone out into the field and reviewed the locations that were proposed to have Bike Lanes. The main concern about the lanes being put in was the impact they would have on parking. City Engineer Kashiwagi stated that the two proposed areas would not be impacted. He went on to say that the contracts for the projects had already been awarded and he recommended moving forward with installing the bike lanes.

Council Member Welch asked what would happen to the lane at Sumner and Orange.

City Engineer Kashiwagi stated that there would be a discontinuation for a short segment at that intersection.

10. OLD BUSINESS ITEMS

There were no Old Business items.

11. COUNCIL COMMUNICATIONS/CORRESPONDENCE

Mayor Rush thanked staff for the wonderful presentation. He noted that staff had met with Congressman Calvert, and two issues were brought up about infrastructure in the area. He noted that Congressman Calvert had agreed to help in any way he could. Mayor Rush also added that he had asked staff to prepare a letter addressing those issues to be signed by everyone on the City Council.

Planning Director Norris stated that the letter had been completed and would be ready to go the following day.

Mayor Rush continued on to say that another letter was being sent out to address the issue of the zip code in the City. He stated that the issue was on going and there was no time frame known for when the zip code may change.

Mayor Rush stated that there had been an issue discussed in the community about Requests for Proposals and asked staff if there was anything related to local preference in the City's Requests for Proposals.

Interim City Manager Van Nort stated that he would consult with the City Attorney on the matter and Planning Director Norris explained the process for awarding the Logo Contract.

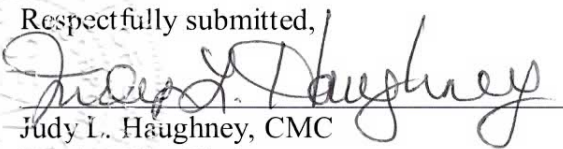
12. CITY MANAGER'S REPORT

None

13. ADJOURNMENT

There being no further business, Mayor Rush adjourned the meeting at 8:35 p.m.

Respectfully submitted,


Judy L. Haughney, CMC
Interim City Clerk