



CITY OF GRAND TERRACE

CITY COUNCIL

MINUTES • JUNE 12, 2019

Community Room

Special Meeting Workshop

6:00 PM

22795 Barton Road • City Hall

CALL TO ORDER

Mayor Darcy McNaboe convened the Special Meeting of the City Council, City Council as the Successor Agency to the Community Redevelopment Agency and Housing Authority at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Darcy McNaboe.

Attendee Name	Title	Status	Arrived
Darcy McNaboe	Mayor	Present	
Doug Wilson	Mayor Pro Tem	Absent	
Sylvia Robles	Council Member	Present	
Bill Hussey	Council Member	Present	
Jeff Allen	Council Member	Present	

A. PUBLIC COMMENT

Debra Thomas, City Clerk read into record emails received from the following residents:

Jennifer Mankel, Grand Terrace requested additional law enforcement for the City and suggested legalizing marijuana to help fund the additional public safety.

Jane Valencia, Grand Terrace also requested additional law enforcement for the City and supports legalizing marijuana to help fund the additional public safety.

Marie Vidmar, Grand Terrace supports more law enforcement and expressed her concern regarding homelessness in the City.

Bobbie Forbes, Grand Terrace expressed her appreciation to the City Council for holding the Special Meeting Priorities Workshop.

Hanni Bennett, Grand Terrace would like to see more residents participate in the Citizens on Patrol Program.

Jason Greeley, Grand Terrace would like the City Council to support Art in Public Places.

Steve Meeks, Grand Terrace would like the City Council to support cannabis operations in the City which he believes could support law enforcement funding.

Jeffrey McConnell would like the City Council to support additional ALPR Cameras, increased participation in the COP program, signage, cannabis and suggested the City Council put out a survey to see whether or not residents would support the inclusion of the cannabis industry in the City.

Don Smith, Grand Terrace would like the City Council to address speeding on Barton and Mt. Vernon Roads.

B. NEW BUSINESS

1. Priorities Work Projects Workshop

G. Harold Duffey, City Manager gave the PowerPoint presentation and provided the following information:

- The Purpose of the Priorities Workshop
- Council Priorities
- Resource Allocation
- Organizational Capacity
- Workshop Process

City Manager Duffey outlined the priorities for Economic Development, Committees & Commissions, Human Resources, Finance and Senior Center Development.

Mayor McNaboe stated she does not want the City Manager running committees and directed that his focus should be on Economic Development.

Council Member Sylvia Robles wants the City Manager to focus on Economic Development and delegate the day to day duties to his Assistant City Manager.

Council Member Jeff Allen suggested the City allow the volunteers to run the special events.

City Manager Duffey stated he would bring back to the City Council options to assist with delegating the City Special Events, the Parks & Recreation Advisory Committee and Youth Commission.

Mayor McNaboe moved, with a second from Council Member Hussey, to delegate the responsibility of attending Committee and Commission meetings to other staff and the City Manager focus on Economic Development.

RESULT:	APPROVED [3 TO 1]
MOVER:	Darcy McNaboe, Mayor
SECONDER:	Bill Hussey, Council Member
AYES:	Darcy McNaboe, Sylvia Robles, Bill Hussey
NAYS:	Jeff Allen
ABSENT:	Doug Wilson

Debra Thomas, City Clerk gave the PowerPoint presentation for the City Clerk Priority Projects List.

Council Member Hussey suggested looking into the use of Smart City Technology Solutions and Applications.

Alan French, Director of Public Works gave the PowerPoint presentation for the Public Works and Public Works Maintenance Priority Projects List.

Council Member Hussey moved, with a second from Council Member Robles, moving the Fitness Park Canopy to a higher level of priority.

RESULT:	APPROVED
MOVER:	Bill Hussey, Council Member
SECONDER:	Sylvia Robles, Council Member
AYES:	Darcy McNaboe, Sylvia Robles, Bill Hussey, Jeff Allen
ABSENT:	Doug Wilson

Sandra Molina, Planning & Development Services Director gave the PowerPoint presentation for the Planning & Development Services Priority Projects List.

City Manager Duffey gave the PowerPoint presentation for Law Enforcement Services and the City's Legal Services Priority Project Lists.

Council Member Robles moved, with a second from Mayor McNaboe, to bring back discussion on creating a Capital Improvement Project Reserve Fund.

RESULT:	APPROVED
MOVER:	Sylvia Robles, Council Member
SECONDER:	Darcy McNaboe, Mayor
AYES:	Darcy McNaboe, Sylvia Robles, Bill Hussey, Jeff Allen
ABSENT:	Doug Wilson

Council Member Allen moved, with a second from Mayor McNaboe, to reach out to the community and encourage resident participation in the Citizens on Patrol Program.

RESULT:	APPROVED
MOVER:	Jeff Allen, Council Member
SECONDER:	Darcy McNaboe, Mayor
AYES:	Darcy McNaboe, Sylvia Robles, Bill Hussey, Jeff Allen
ABSENT:	Doug Wilson

Council Member Allen moved, with a second from Mayor McNaboe, bringing Art in Public Places to the Parks & Recreation Advisory Committee for discussion and recommendation.

RESULT:	APPROVED
MOVER:	Jeff Allen, Council Member
SECONDER:	Darcy McNaboe, Mayor
AYES:	Darcy McNaboe, Sylvia Robles, Bill Hussey, Jeff Allen
ABSENT:	Doug Wilson

Council Member Allen moved, with a second from Council Member Robles, directing the City Attorney to review cannabis industry regulations and provide recommendations to the City Council on the various cannabis industry components.

ADJOURN

Mayor McNaboe adjourned the Regular Meeting of the City Council at 8:00 p.m. The Next Regular City Council Meeting will be held on Tuesday, June 25, 2019 at 6:00 p.m.

Darcy McNaboe, Mayor

Debra L. Thomas, City Clerk



CITY OF GRAND TERRACE
CITY COUNCIL AND CITY COUNCIL AS THE SUCCESSOR AGENCY
TO THE COMMUNITY REDEVELOPMENT AGENCY
AND HOUSING AUTHORITY
MINUTES • JUNE 12, 2019

Council Chamber

Special Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

ATTACHMENTS TO

June 12, 2019

City Council Minutes

PowerPoint Presentations



Council Priorities Workshop



Purpose of Priorities Workshop

1. Provides Council with an Opportunity to Reiterate Its Priorities; and
2. Provide Alignment of Staff's Resource Allocation with Council Priorities; and
3. Review Organizational Capacity.



Council Priorities

1. City Council establishes priority projects through the following actions:
 - a) 2030 Vision Plan
 - b) Adoption of Annual Budget
 - c) Approval of Items During Council Meetings
 - d) External Legislative Mandates
 - e) Constituent Input that Leads to Council Item for Approval



Resource Allocation

1. Department Resource Allocation is Driven by:
 - a) 2030 Vision Plan
 - b) City Manager's Implementation Plan of the 2030 Vision
 - c) Adopted Budget
 - d) Council Agenda Items Throughout the Fiscal Year



Organizational Capacity

1. The Priority Workshop also allows the Council and staff to discuss the organization's capacity to take on additional projects. The discussion should include the following:
 - a) Staffing allocation and resources.
 - b) Impacts of taking on more work after organization reaches capacity.
 - c) Ways to mitigate impacts of exceeding capacity.
 - d) Consolidation, Cross Training, Doing More With Less = Exceeding Capacity?



Workshop Process

1. Departments Present Their "Top, High and Priority" Projects;
2. Council Shall Affirm, Adjust or Add Priorities
3. Modification to Staff's Priorities Lists are Addressed by:
 - a) Motion, Second and Vote
4. Additions to Priorities Lists Are Addressed by
 - a) Motion That Identifies the Item's Placement on the Priority Hierarchy, Second and Scoring. Based on Score, Item Shall be Moved to Priority Category.



Only Discuss Projects, Not Day-to-Day Services



<u>Category</u>	<u># of Points Issued</u>	<u>Description</u>
Urgent	10	It is critically important that this project be completed within the designated timeframe (So important that it would be alright if it were the only item accomplished – although there may be several items that qualify).
High Priority	7	Very important that this item be completed within the designated timeframe.
Priority	5	This item may be accomplished if all “Urgent” and “High Priority” projects have been completed.
Low Priority	2	This item may be accomplished if all “Urgent,” “High Priority,” and “Priority” projects have been completed, and time permits.
Delete	0	This item should be removed from the Priorities Work Program.



City Manager's Office



Economic Development

"A" Top Priority	"B" High Priority	"C" Priority	
Development of 4.78 Acres on Barton Rd.	San Bernardino County Child Care Facility	Development on City Center Dr.	 TOP PRIORITY
Gateway Specific Plan	Pit Stop Development	Cage Park	 HIGH PRIORITY
Taco Bell	La Crosse Development	Rails to Trails Grant to Access Santa Ana River Trail	
Grocery Outlet	Stater Bros. Expansion	Walgreens Center Expansion	 PRIORITY
Surgical Center	Storm Drainage Michigan		
Mr. TV Video	RDA Lot 0.80 Acre Development		
Kaz Ramen Coffee	Richardson's RV		
Hollywood Video Conversion			
Edwin Fuels			
Fire Station Agreement			
TOT Tax Implementation			



Committees & Commissions

"A" Top Priority	"B" High Priority	"C" Priority
Staff Support for Parks & Rec and Youth Commission		
Special Event Support		



TOP
PRIORITY



HIGH
PRIORITY



PRIORITY



Human Resources

"A" Top Priority	"B" High Priority	"C" Priority
Benefits & Recognition Program	Annual Events for Employees	
Annual Evaluation & Merit Increases (Reinstated)	Council & City Staff Social Events	
Employee Appreciation Program	Review of Health and Compensation	



TOP
PRIORITY



HIGH
PRIORITY



PRIORITY



Finance & Senior Center Dev.

"A" Top Priority	"B" High Priority	"C" Priority
Review of Business License Fee	Finance Department Staff Re-organization	
Housing Agency Programs	Review of Cost-Effective Health Benefits	
Increase in Senior Center Services		



**TOP
PRIORITY**



**HIGH
PRIORITY**



PRIORITY



City Clerk's Office



City Clerk's Office

"A" Top Priority	"B" High Priority	"C" Priority
FPPC Compliance	Scanning	
City Web Page-Continuous improvement	Records Destruction	
Telephone System Improvements	City Clerk's Department Operations	
Technology Program – Tablet Use	Increase Awareness of Online Public Material	
Facebook Live and Twitter	Increase Participation in City Council Meeting Invocations	
City Adopted Budgets and Agenda Packets	Lighting in City Council Chamber	
Community Posting Board	City Hall Information Kiosks	
Manage City Neighborhood Recognition Programs	City Council Chamber Reception Area Upgrade	
Annual Acknowledgment Program		
City Council Agenda Modifications		
Increase content of Intranet		

 **TOP PRIORITY**
 **HIGH PRIORITY**
 **PRIORITY**



Public Works



PW Priority Projects


"A" Top Priority	"B" High Priority	"C" Priority
Highway Safety Improvement Program- Mt. Vernon Intersections	Highway Safety Improvement Program Cycle 9 Guardrail	Fitness Park Canopy
Preston Signal Upgrade	Small Cell Site Infrastructure Plan	Park Enhancements
Commerce Way Expansion	Parking City Wide Strategy	
Mt. Vernon Slope Stabilization	Utility Pole Undergrounding Master Plan	
EV Charging Station	West Barton Bridge Replacement	
Year 3 CIP	Support for Community Events	
Fee Study		
Barton Interchange Maintenance Agreement		
Barton Speed Feedback Development Plans		
Fire Station Roof Repair		

 **TOP PRIORITY**
 **HIGH PRIORITY**
 **PRIORITY**



PW Maintenance Priorities

"A" Top Priority	"B" High Priority	"C" Priority
Traffic signal/Street light	Storm Drain/Channel	
Street, sidewalk, curb, parkway	City Facilities	
Parks	City Neighborhood Lighting Plan	
	Street Sign Replacement Program	

 **TOP PRIORITY**
 **HIGH PRIORITY**
 **PRIORITY**



Planning & Development Services



Planning & Dev. Services

"A" Top Priority 4.78 Acres – PSA, Entitlements	"B" High Priority	"C" Priority	TOP PRIORITY
	Housing Authority Report	Grant ATP – Close Out	HIGH PRIORITY
Amend Master Plan	Zoning Around Schools	Sign Code	
Edwin Fuels	Noticing Policy	Van Buren – Aegis	
Gateway SP	Barton Road Streetscape	Crestwood	
Anita – Grocery Outlet Sign	Michigan Street Complete Street		PRIORITY
Grant Prop 68	B&S RFP		
Taco Bell	Housing Element RFP		
Mr. TV Video Parking Program	Canal – Aegis		
Project in 40-Acre Greenbelt	Grand Terrace Road – Aegis		
Blue Mountain Trail Grant	Safety Element Update		
Animal Control Ordinance Update	Housing Element Update		
Parking Citation Appeals			
CUP in 40-Acre Greenbelt			
La Cadena SFR			
REC Center			
National Logistics			
Surgical Center			

